

URBAN MUNICIPAL
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URBAN/MUNICIPAL

MINUTES OF THE OPERATIONS
MANAGEMENT COMMITTEE OF THE
BOARD OF EDUCATION FOR THE
CITY OF HAMILTON

Board of Education

URBAN/MUNICIPAL
CA4 ON HBL W26
M 35
1990

JANUARY, 1990

Minutes of the

OPERATIONS

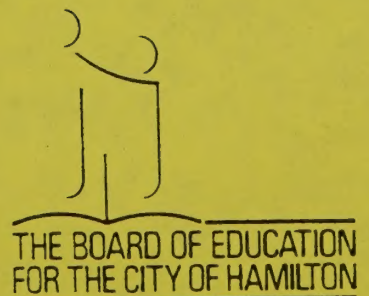
URBAN MUNICIPAL

JAN 25 1990

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Summary of the Report

1. Summary of the Report

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 01 09

Present: Miss M. Cunningham (Chairman), Trustees Desmarais, Korz, Lowe, Penner, Rogers, Clarke.

Not Present: Trustee Baskin

Also Present: Trustees Allen, Bishop, Deans, Detwiler, Hicks, Johnston, Kennedy, Mulholland, Paquin, Patenaude Barker, R. Stewart and Van Horne.

Officials Present:

- K. Rielly, Director of Education and Secretary
- A. Stockwell, Associate Director of Education
- P. Beveridge, Superintendent of Curriculum, Special and Educational Services
- P. Shewfelt, Superintendent of Finance and Treasurer
- N. Nicholls, Superintendent of Schools - Area Two
- R. Binns, Superintendent of Schools - Area Three
- P. Gillie, Superintendent of Schools - Area Four
- D. Rothwell, Superintendent of Schools - Area Five
- R. Lavoie, Superintendent of Schools - French as a First Language
- B. Orlando, Superintendent of Plant
- B. Sinclair, Superintendent of Human Resources
- R. Kawai, Superintendent of Information Management Services
- G. Rappolt, Assistant Superintendent of Curriculum
- J. Yurkiw, Assistant Superintendent of Special Services
- G. Rutledge, Controller
- S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for the confirmation of minutes of the last regular meeting of 1989 12 12.

Moved by Canon Rogers:

That the minutes of the last regular meeting of 1989 12 12 be approved as presented to the members.

Miss Cunningham drew the members' attention to the revised Page 9 of the minutes and advised that an approved motion passed by Miss Detwiler was inadvertently omitted.

The motion was put to a vote and was CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Asbestos in our Buildings: Update

Mr. Orlando gave a brief verbal update on Asbestos in our Buildings. He highlighted that the last expenditure for 1989 amounted to \$1,855,000 and that the school inventory process is now 50% complete. Within the next few days the initial group of completed inventories will be

distributed to the schools.

Mr. Orlando stated that relative to the approved expenditure for early 1990, design work for Sir Winston Churchill and Sir John A. Macdonald secondary schools has already been started. He reported that the asbestos removal work at Ainslie Wood is estimated at \$40,000 and he expects this work will be underway within the next month. He assured the members that the Board's Asbestos Response Team, which is one third in place, continues to move ahead, particularly in attending to the day-to-day problems brought to the team's attention. He added that regular meetings of the Asbestos sub-committee are held to ensure proper monitoring of the asbestos issue.

Mr. Stewart asked if the removal work at Ainslie Wood would be done during the day or after school hours.

Mr. Orlando replied that this has not been determined but he thought it could be done during the day as it is in an unoccupied area of the school. He confirmed that there will be no disruption to the school's activities.

Mr. Orlando informed Mr. Mulholland that the Asbestos Sub-Committee of the Joint Health & Safety Committee included representatives from C.U.P.E., the federations, Human Resources Department, and the Plant Department.

Mrs. Deans stated she understood from the update that 50% of the inventory work was already completed and wondered when the job would be completed.

Mr. Orlando responded that the fieldwork is expected to be finished by the end of February 1990 and by March or early April of 1990 they would be able to follow through with long-term plans.

It was agreed:

That the verbal update on Asbestos in our Buildings be received for information.

NEW BUSINESS:

Presentation re Asbestos - John Martin, President, Local 1005, United Steel- workers

Miss Cunningham introduced Mr. John Martin, President of Local 1005 - United Steelworkers, who came to make a presentation re Asbestos. Accompanying him was Mr. Dave Wilson from the Hamilton and District Labour Council. Prior to the presentation, Miss Cunningham reminded the members of the procedures on presentations to standing committees whereby questions from trustees could be for clarification on points in the report. She hoped this would be strictly followed.

Mr. Stewart asked if there could be any motion made relative to the presentation.

Miss Cunningham informed him there would be none because the brief would be referred back to the officials for a report to the Operations Management Committee meeting next month.

The presentation commenced with Mr. Martin stating that the primary aim of Local 1005, the United Steelworkers of America, was to present to the officials of the Board of Education for the City of Hamilton the concerns of their members on the issue of Asbestos in Hamilton schools and he said that opportunity was given through this presentation.

Mr. Martin mentioned that Local 1005 is well aware of the "adversarial situation" between the Board and C.U.P.E. Local 1344 but emphasized that his group does not intend to intervene in the labour-management relations aspect but rather is concerned about the workers' position on the asbestos issue and urged the Board to take a more cooperative approach with the intent of reaching a resolution to asbestos concerns which would be acceptable to Local 1344. He reiterated that setting up a special management team to deal with the asbestos issue without worker representation from C.U.P.E. does nothing to promote an effective joint health and safety committee relationship.

Local 1005 was greatly disturbed by the apparent lack of action taken by the Board on the asbestos issue, particularly when his group was aware \$26 million was allocated to Ontario School Boards from the Ministry of Education between 1979 and 1983 to put asbestos assessment and control programs into place.

Mr. Martin said that Local 1005 was particularly concerned by the Board's seemingly continued weighing of cost effectiveness against potential disease and deaths caused by asbestos. He noted that Local 1005 and its members hope and expect to see some budgeting work done in the system for Hamilton. Specifically, he urged the Board to provide a report on asbestos expenditures between 1980 and 1990 which would clearly show where the Ministry allocation went.

It was also mentioned that recent media coverage led the public to conclude that the Board perceives asbestos to be an emotional issue and this is unacceptable to Local 1005 because the group believes that such a stand is misleading and would not resolve the issue effectively. He urged the Board not to be caught up on the issue of emotions. Mr. Martin stressed asbestos is a serious issue and Local 1005's position is that there is no acceptable risk or exposure level other than zero. Asbestos is a known carcinogen and ought to be treated as such.

The Board was requested by Local 1005 to acknowledge that members of the labour movement in Hamilton are tax/rate payers. Mr. Martin made mention of

correspondence to the Board, dated 1989 10 17, from the Hamilton and District Labour Council which to Local 1005's understanding has not been replied to by the Board. He suggested that the reason for lack of response may be due to the Board's misunderstanding of the magnitude of the concerns or the Board may have chosen to ignore them.

The members were reminded that it is necessary for them to understand that the tax/rate payers may be directly or indirectly affected by the Board's decisions in this matter. He said that it is likely that the tax/rate payers are previous students or have relatives that have been or currently are students in the Hamilton school system.

Mr. Martin warned that if there is validity to their assumption that the Board ignores the seriousness of the asbestos issue, legal actions from students which may arise against the Board would be well founded. He talked on the legal rights of the students pertaining to asbestos concerns; key among them are the right to refuse school attendance during asbestos repairs, the right to be provided protective devices and the right to be given the history of asbestos exposure.

Mesothelioma, a tumor resulting from asbestosis, was discussed thoroughly during the presentation. It was at this point that Mr. Martin exhorted the Board not to rely solely on the findings of its asbestos consultants but rather should base its investigation on factual medical and scientific findings. He added that the Board should initiate mortality studies arising from asbestosis as this would give a clearer understanding of the current asbestos situation. Mr. Martin cited that a school board in Ottawa ordered an independent study on asbestos so he saw no reason why Hamilton, being an industrial city, could not do any better.

Mr. Martin felt he could not give justice to the discussion of the asbestos issue within the 15-minute time frame given him. He ended the presentation stating that Local 1005, U.S.W.A., on behalf of its 7,500 members and their families, requests that the Board of Education for the City of Hamilton set up a public inquiry into the Board's expenditures since 1979 with respect to asbestos and that the trustees direct this request to the Ministry of Education. Mr. Martin also stated that Local 1005 further requests the Board to submit any documents pertaining to asbestos. Such documents should include a list of schools with asbestos, a current listing of schools with asbestos and the Board's asbestos assessment and control programs. He then requested questions from the members.

Dr. Johnston referred to Page 5 of the presentation package and asked if the letter mentioned therein has been answered to date. Mr. Wilson replied that letter remains unanswered.

Dr. Johnston requested Local 1005's definition of the word "safe" used on Page 23.

Mr. Martin explained that the word "safe" to Local 1005 with respect to the asbestos issue meant "zero" exposure, and added that they have not heard that the Board has said that, in its opinion, the schools are safe. Mr. Martin stated Local 1005 requested the opportunity to speak to the issue as they take exception to the opinions and advice of Dr. Pinchin and the contents of the Royal Commission.

Dr. Johnston asked if C.U.P.E. contacted the Board three, five or ten years ago. He also would like to know if Local 1005 had been encouraging or suggesting actions on asbestos for a number of years now or had the group started just recently.

Mr. Martin said Local 1005 was not aware that there were asbestos problems within those years.

Mr. Stewart requested Mr. Martin to elaborate on the group's concept on "public inquiry".

Mr. Martin responded that Local 1005 would like to suggest to the Board that its trustees, in their own authority, set up an ad hoc committee of management, workers, trustees, parents, students, McMaster medical representatives, etc. which would allow the public to come before that committee and make presentations about the asbestos issue with a broader time frame.

Miss Cunningham again emphasized that only questions for clarification of the brief or the presentation could be entertained this evening. This report will be referred back to the officials and the proper reaction from the Board would be discussed at the next Operations Management meeting.

Mrs. Deans asked if Local 1005 was aware of the Board's inspection of all its schools and Mr. Martin replied his group was not aware of any inspection except the one done at the Dundurn Street facility.

Mrs. Deans also inquired if the group was aware of the Board's adoption of an asbestos encapsulation program which was considered, at the time, to be the most appropriate method of dealing with asbestos, but Mr. Martin responded he was aware only of the situation at Dundurn.

Mrs. Deans, referring to Page 4 of the presentation package, inquired if Local 1005 knew that the Board had already spent about \$2,000,000 on its asbestos control work and budgeted \$10,000,000 over the next 10 years.

Mr. Martin confirmed he had no information on any Board expenditures or plans other than what he had read in the press.

Mrs. Deans further queried if Local 1005 knew that zero exposure to asbestos is concluded by experts to be impossible to attain.

Mr. Martin stated he could not offer a response to that remark and that he came to the Operations Management Committee meeting to submit the presentation package of Local 1005 with regards to the asbestos issue.

Miss Cunningham thanked Mr. Martin and assured him that Local 1005's submission will be going to the Board's officials for their comments which would be presented at the February Operations Management Committee meeting.

Mr. Mulholland also thanked Mr. Martin for his presentation. He asked Mr. Rielly if the officials would solicit input from the Board's Health & Safety Subcommittee on Asbestos.

Mr. Rielly stated input would come from a number of sources. He agreed with Mr. Mulholland's suggestion that this submission will also be passed on to the asbestos subcommittee of the joint health and safety committee, which has representation from C.U.P.E., the teachers' federations and other employee groups.

Mr. Stewart asked for clarification on how the officials plan to provide the Board's answer to Local 1005's submission.

Mr. Rielly said the officials will bring back a report to the trustees at the Operations Management Committee meeting next month and the trustees will be requested to give their input.

Mr. Stewart asked whether copies of the officials' response would be sent to Local 1005 and Hamilton and District Labour Council.

Mr. Rielly responded that if it is the direction of the Board, copies would be sent.

Mrs. Deans asked that copies of all the material the trustees have received at meetings be given to Local 1005, along with minutes of the Operations Management Committee meetings dealing with Asbestos, so that they could be informed of what has been done.

It was agreed:

That the submission re Asbestos in the Schools of Hamilton, as presented by John Martin, President, Local 1005, United Steelworkers, be referred to the officials for a report back to the February Operations Management Committee meeting.

Report on Short-Term Investments

Mr. Shewfelt presented and reviewed the report on Short-Term Investments.

Moved by Canon Rogers:

That the following recommendations on Short-Term Investments be approved:

- (a) That the Short-Term Investments report be received for information.
- (b) That this report be presented on a quarterly basis effective January, 1990. CARRIED

Cash Flow

Mr. Shewfelt presented and reviewed the Cash Flow report.

Mrs. Van Horne asked what the reason was for Recommendation #2 of the Cash Flow report and the Short-Term Investment report.

Mr. Shewfelt responded that he had both professional and personal reasons for the recommendation. Firstly, in his opinion, the current submission timing did not allow the trustees the opportunity to closely review the information as it is not sent out with the early agenda. Secondly, the repetition of the information on a monthly basis does little in terms of review and the decision-making process. He added that quarterly reports would go out with the early agenda.

Mrs. Van Horne inquired about the preparation time for the report, and Mr. Shewfelt responded a week's time.

Moved by Canon Rogers:

That the following recommendations on Cash Flow be approved:

- (a) That the Cash Flow report be received for information.
- (b) That this report be presented on a quarterly basis effective January, 1990. CARRIED

Debenture for Elizabeth Bagshaw Elementary School

Mr. Shewfelt briefly explained the report.

Canon Rogers requested clarification on the repayment period of 20 years for the debentures.

Mr. Shewfelt explained that 20 years would be the maximum but that they would try for a 15-year debenture.

Canon Rogers inquired how much interest would the Board pay if it chose to repay the debentures within 15 years and Mr. Shewfelt responded that a safe assumption would be double the cost.

After commenting that this was another cost incurred in the transferring of schools, it was:

Moved by Canon Rogers:

That pursuant to the provision of Part VIII, Section 208 sub-section 1, of the Education Act, the Board of Education for the City of Hamilton make application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of two million, three hundred ninety four thousand dollars (\$2,394,000), for the construction of Elizabeth Bagshaw Elementary School on Albright Road, in the City of Hamilton.

And further requests that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth, with repayment term not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality. CARRIED

1990 Reserve for
Dofasco Inc.
Assessment Appeal

Mr. Daryl Sage gave an overview of the report.

Moved by Mrs. Van Horne:

That for 1990, the reserve for Dofasco Inc. assessment appeal be increased by \$571,000. CARRIED

Draft Policy
Proposals for 1990
General Legislative
Grants

Mr. G. Rutledge explained the report.

Mrs. Deans said that she found the information contained in the report very difficult to interpret because of the technical data reflected.

As a response to Mrs. Van Horne, Mr. Rutledge said his group did not have the time to investigate the merits of Option 4 but cautioned this option operated on the basis of successfully completed credits for the students.

Mr. Korz wondered if the Ministry displayed any preference for the options cited in the report and also requested further clarification on the basis mentioned of "successfully completed credits for the students".

Mr. Rielly assured him this will be further examined.

Moved by Dr. Johnston:

That the Draft Policy Proposals for 1990 General Legislative Grants be received for information. CARRIED

Statement to the
Legislature by
Minister of Education
Re Increased
Funding for Ontario
School Boards

Mr. Shewfelt briefly reviewed the Statement to the Legislature on 1989 11 29 by Mr. Sean Conway, Minister of Education.

He emphasized that the Board could not have a clear position until its officials have the opportunity to study the points discussed in the Statement to determine its

impact. He added that the grant may be given by April, 1990 and he hoped by then he would be able know its effect on the Board's budget.

Mr. Korz asked if the increases in grants mentioned in the Statement were anticipated and Mr. Shewfelt responded he personally could not tell. He added that this increase may be as a result of the passing of Bill 64 or perhaps a part of a regular increase in the General Legislative Grants, so it may not be considered "new money".

It was agreed:

That the Statement to the Legislature, 1989 11 29, by the Minister of Education Re Increased Funding for Ontario School Boards be received for information.

Revised Phase 4
Technological Studies
Plan

Ms. G. Rappolt explained the Revised Phase 4 Technological Plan. She emphasized that this Phase 4 of the Board's Five-Year Tech Studies Renewal Plan was already approved at the November, 1989 Operations Management Committee meeting and \$280,000 was committed to Tech Renewal. Ms. Rappolt also commended the people behind the plan led by Mr. J. Kerr, Co-ordinator of Technological Studies and the two department heads who assisted Mr. Kerr.

Mr. Korz referred to Ms. Rappolt's statement that this phase of the plan included specialized grants which were not available to all school boards because these are funding for prototype sites. He asked how long will these prototypes be in place.

Ms. Rappolt explained these are pilot programs that will become our regular programs and that the Board began work on these sooner than some other boards.

Mr. Korz expressed concern with the speed for spending the money for these programs.

Ms. Rappolt explained that the Ministry is allowing certain Boards, which have shown they have skilled teachers and good programs, to move forward more quickly with Ministry grants.

Mrs. Deans expressed her appreciation for the effort of Mr. Kerr and his group relative to the Board's Technological Studies Plan.

Moved by Mrs. Deans:

That the following recommendations regarding the Revised Phase 4 Technological Studies Plan be approved:

- (a) That the request for a Ministry grant under the program, "Funding for Prototype Sites in the Year 1989-90 for the Renewal of Technological Education"

be approved.

- (b) That the Proposed Expenditures of the Technological Studies Phase 4 Renewal Program be amended to \$755,000, subject to Ministry approval, with the net cost to the Hamilton Board of Education remaining at \$280,000.
- (c) That, subject to Ministry approval of the grant, equipment purchases and renovations begin in January, 1990.

Mrs. Van Horne inquired if the letter of 1989 12 19 addressed to Mr. W. Beevor of the Ministry of Education was indeed sent.

Ms. Rappolt responded that a draft of this letter was prepared and sent with the anticipation that the Board would be formally chosen by the Ministry to receive a portion of the grant for technological studies.

Mrs. Van Horne commented that based on Ms. Rappolt's presentation on this plan, she sensed this somehow deviated from normal procedures if these recommendations are approved. She wondered if her voting against the proposal would hinder the Board's chances of receiving the grant.

Ms. Rappolt referred to Recommendation #1 and Recommendation #3 which indicate that only with Ministry approval of the grant would money be spent. Mrs. Van Horne asked whether the grant was dependent on the equipment being put in place in the 1989-90 school year.

Mr. Rielly explained that these monies are available in the Ministry's fiscal year which ends in March, 1990.

Mr. Hicks was apprehensive with the insinuation that the Ministry "had some money left in its coffers". He cautioned the Board should not rush into this and added that the Board could get caught.

Mr. Rielly explained that these courses have been written because we want them and added that Hamilton is a leader in this area in Ontario. Informal discussions with Ministry personnel indicated that, provided there was Board agreement, there was a possibility of getting this money but no one would say so until a letter from the Board was sent to the Ministry.

Relative to Recommendation 2, even if there was no money from the Ministry, this Phase 4 would continue; however, it is felt the Ministry people are interested and the grant money is a possibility.

Ms. Rappolt emphasized that discussions on this plan had been going on since July and the group put forth so much effort into this project; however, they were not able to bring the project to this committee.

At Mr. Hicks' request, Mr. Shewfelt referred back to the report on Technological Studies brought to the Operations Management Committee in November which indicated they were entering the fourth year of a five-year program. The recommendation, approved by the Board, instructed the officials to build \$280,000 in the 1990 budget. While tonight's recommendation adds additional money in the budget, the Ministry grant would offset the final cost to the Board to what was originally approved. He pointed out that this would effectively protect the \$280,000 placed in the budget for this program.

Mr. Hicks inquired if the proposal would alter the original plan for Phase 4 over the next academic year and Mr. Kerr responded it would not as the equipment to be purchased would be for the new technology.

Mr. Desmarais requested clarification on Page 46 regarding 1990 - Manufacturing, which discussed the change of the one-shop program into a multi-purpose area. He was concerned this may create confusion among the schools.

Ms. Rappolt responded that not all programs would be offered in all schools.

As there were concerns expressed as to the purchase of the new equipment, Mr. Shewfelt assured the members there would be no orders issued, etc. pertaining to the required equipment until the Board receives the formal approval from the Ministry.

The motion was put to a vote and was CARRIED.

Relative to technological studies, Mrs. Clarke expressed her appreciation of Dialogue '89 which was sponsored by the Board's Hamilton Industry Education Council in November, 1989. She said the organizers worked very closely with business and industry to determine what their needs were so that the Board could better meet these needs.

**The Resolution of
the Middlesex County
Board of Education to
Petition the Minister
to Provide Funding for
the Supervision of Home
Schooling Students**

Mr. Beveridge reviewed his report which explained the resolution being proposed by the Middlesex County Board of Education.

Moved by Mrs. Deans:

That the Board of Education for the City of Hamilton support the resolution of the Middlesex County Board of Education and petition the Minister of Education to provide funding for the supervision of home schooling students and that copies of our request, with our Board's rationale, be forwarded to our local MPPs requesting their support.

Mr. Kennedy commented he found the proposal very complicated. He asked what criteria would be applicable if parents apply to a school board for home schooling for

their children.

Mr. Beveridge stated that parents would have to approach the school superintendent in their area, make application and in turn the school board would initiate the proper investigations to determine if the proposed home schooling meets all the requirements of the board.

Canon Rogers commented that school boards could not absolutely claim that they are not getting something from home schooling because the parents who opt for this teaching method are also tax payers.

The motion was put to a vote and was CARRIED.

Appointment of
Architects - New Schools
and Renovations

Moved by Mrs. Bishop:

That the following recommendation regarding Appointment of Architects, New Schools and Renovations, be approved:

That the Superintendent of Plant engage:

- (a) The firm of Anthony Butler for professional services for the new school in Block 87 and for renovations to Peace Memorial School.
- (b) The firm of Moeller & Hassell for the new school in Block 72 and for an addition to James MacDonald School and renovations to Delta Secondary School.
- (c) The firm of Haverty & Rankin for the addition to A.M. Cunningham School and renovations to Adelaide Hoodless School.
- (d) The firm of Svedas Koyanagi for the addition to Centennial School and renovations to G.L. Armstrong School.

Mrs. Bishop cited some renovations and repairs which were not done properly. She suggested the use of a checklist and consultations with those involved in the programs affected would be helpful exercises in facilitating completion of projects.

Mr. Stewart asked why there was only one recommendation for each project and no comparison provided.

Mr. Orlando said that his group interviewed a number of architects before deciding that the firms being endorsed in the recommendation would be the appropriate choice. He added that one architect was chosen per project because only one job concept is involved for each project.

In response to Mr. Stewart's concerns on costings, Mr. Orlando explained that the fees for these architects are determined by the standard Ontario Architectural Fees

Schedule.

Mr. Orlando noted that clause (b) of the recommendation would be brought back to the Operations Management Committee since they may duplicate the design used in the Block 79 school which would save the Board much money.

Mr. Korz agreed with Mrs. Bishop's views. He asked what procedures would be involved to formulate a checklist for the architects.

Mr. Orlando responded that it may be very difficult for the architects to work from a checklist, although it could be done for special jobs such as those jobs done in schools for the handicapped, etc.

Relative to the inquiries on how to communicate the Board's requirements to the architects, Mr. Orlando explained that the Board's standards and specifications could be provided to serve as guidelines on how the Board would like a job done. Input from the various departments involved are also incorporated.

Mr. Korz expressed that he believed this is an important consideration.

Mrs. Clarke said that she hoped that the Board would start asking input from all persons involved in a project.

Mr. Orlando assured her his group has been employing such process.

Mr. Allen requested clarification on the tendering process for these architects.

Mr. Orlando said that several factors are considered and key of these are: whether the architects have done a job successfully in the past, that there is an expressed desire from the firm to work for the Board, and also a check of the firm's background.

Mr. Stewart inquired if the Board keeps a list of architects for its records and future reference.

Mr. Orlando replied the Board does not keep such a record and added that tendering a job is usually based on the Board's experience with the architects.

The motion was put to a vote and was CARRIED.

At this point in the meeting, Mrs. Deans interjected and referred back to the presentation by Mr. Martin. She noted that in the audience were Aldermen Christopherson and Hinkley and MPPs MacKenzie and Allen. She requested that their presence at tonight's meeting be acknowledged and that they be sent a package of information relative to what this Board has done around the asbestos issue. She further asked that we seek the assistance of Messrs.

MacKenzie and Allen by their highlighting this situation in the legislature and requesting funding.

Mrs. Clarke mentioned the opportunities she has taken to personally speak to various MPPs. She urged her fellow trustees to do the same.

Mr. Rielly added that the officials have made formal application to the Ministry for funding.

ELEMENTARY/SECONDARY

Recommendations of the Director of Education

Moved by Canon Rogers:

That the recommendations of the Director of Education be approved. CARRIED

Mr. Allen requested an update on the bakery equipment for Parkview School as it was to have been ready for September and he understands it is not ready yet. He added that many students have been denied the opportunity to learn that trade.

Mr. Orlando replied that there were some problems pertaining to the delivery and installation of such equipment. However, it is expected this project will be completed within the next couple of weeks.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

rvr

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FEBRUARY, 1990

OPERATIONS MANAGEMENT COMMITTEE

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THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE

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GENERAL

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BUSINESS ARISING OUT OF THE MINUTES:

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ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education 1

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 02 06

Present: M. Cunningham, Chairman; Trustees Baskin, Desmarais, Korz, Lowe, Penner, Rogers and Clarke.

Also Present: Trustees Allen, Bishop, Deans, Detwiler, Hicks, Johnston, Kennedy, Mulholland, Patenaude Barker, A. Stewart, and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
P. Beveridge, Superintendent of Curriculum, Special and Educational Services
P. Shewfelt, Superintendent of Finance and Treasurer
N. Nicholls, Superintendent of School - Area 2
P. Gillie, Superintendent of Schools - Area 4
G. Rappolt, Assistant Superintendent of Curriculum
J. Yurkiw, Assistant Superintendent of Special Services
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes.

Moved by Mrs. Deans:

That the minutes of the 1990 02 06 meeting be approved. CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Response from the Officials
Re Local 1005's Presentation
on Asbestos

Mr. Stockwell introduced Mr. Bill Ferris, Manager of the Asbestos Response Team and proceeded to review the response from the Officials. Mr. Stockwell expressed appreciation for Local 1005's interest in the health and safety of employees, children and members of the community; a concern shared by the Board. This response was presented to the Asbestos Control Committee which has representation from six employee groups and management, for their response as well as being considered by the Asbestos Response Team and Senior Management. The Officials' response addresses seven major issues as identified by Local 1005. Mr. Stockwell referred to the expenditures outlined on Page 3 and stated the costs for repairs at Dundurn were included in the last line under "Various Elementary/Secondary facilities".

When Mr. Stewart requested that copies of the response be sent to Local 1005, CUPE Local 1334, OSSTF and the Hamilton and District Labour Council, Mr. Stockwell stated this is the intent.

Moved by Mrs. Bishop

That the Response from the Officials to the Local 1005 Brief regarding "Asbestos in Hamilton Schools" be received for information.

Mrs. Bishop asked if anyone could peruse the inventories at

each school and Mr. Ferris responded the inventories are currently being distributed. The secondary schools will receive two copies, each employee group receives a copy and a copy is available in the Dr. Harry Paikin Library.

Mr. Hicks drew attention to the conclusion which does not mention the fiscal situation of the Board. Mr. Stockwell replied that it is the Officials' belief that our responsibility is the safety of the workplace and schools, but we are also concerned about being fiscally responsible. Once the inventories are completed an appropriate course of action will be determined and a proposal with respect to those schools requiring work will be made.

Mr. Hicks felt it was extremely important to include our fiscal responsibility in the response to Local 1005.

Mrs. Deans asked if Local 1005 had made presentations to any of the other local Boards, but Mr. Stockwell was not aware of any being made.

Mrs. Deans believed this Board has spent as much money as possible and she was pleased this report was going to Local 1005. She suggested this Board publicly debate the issue as requested by OSSTF and prove that everything possible has been done.

Miss Cunningham responded that this issue has been debated publicly for many months and there was no further need.

Miss Detwiler would not support a motion to debate openly as all the meetings have been public and the lack of interest indicates the Board has the confidence of the public. She asked if zero exposure is ever met.

Mr. Stockwell responded that his understanding of zero exposure means total removal of all asbestos from the building, but even total removal does not get zero exposure as asbestos is outside the building.

Mr. Mulholland stated it was not necessary to include fiscal responsibility in the response as it answers the brief as presented by Local 1005.

The motion was put to a vote and CARRIED.

Moved by Mrs. Deans:

That this Board meet in open debate to discuss asbestos.

When Mr. Mulholland questioned who Mrs. Deans had in mind to represent the Board, she responded the Chairman with officials as resource.

The motion was put to a vote and was LOST.

Asbestos in our Buildings: Update

Mr. Orlando reported that at the present time 75% of the inventory process is complete. In addition to that we have now received an additional 18 inventory reports which have been finalized and ready for distribution to schools, federations

and unions. Eleven such reports are in the system and 9 more inventories are under review. No other major asbestos problems have been found to date. With respect to the \$400,000 approved by Board earlier this year approximately \$250,000 of that amount has been spent. Those funds have been spent in the preparation of specifications and design work in connection with work to be undertaken at Sir Winston Churchill and Sir John A. Macdonald and to establish qualifications to determine Contractors for the work. \$40,000 has been spent in day to day repairs.

Mr. Ferris reported the Asbestos Response Team is now in operation and the foremen are monitoring the work. In January, 38 removal or repair jobs were carried out at a cost of \$31,000, most of which were minor. Orientation training of staff has begun and he expects the Asbestos Response Team will be doing the majority of minor repair work. The worker representative is in place and Mr. Ferris was very pleased with the co-operation and assistance he is receiving. Two meetings have been held with the Ministry of Labour in the past month.

In response to Mr. Mulholland's inquiry, Mr. Orlando explained that the Board is obliged under the Health and Safety Act to pay the worker representative's salary. This position is full-time and incorporates other duties outside asbestos-related matters.

Mr. Hicks asked how the contradicting "expert" advice is being handled and Mr. Orlando advised that all information is considered and most is discussed at the sub-committee meetings. The Health and Safety Committee also has examined a lot of background information in connection with the development of the Board's approach to long and short range plans.

Mr. Hicks requested that such information or ideas be shared with trustees, without necessarily drawing conclusions.

Mr. Orlando thought it would be possible. He noted that most of the points about background information were addressed by Dr. Pinchin in his discussion at the Board, i.e. establishing priorities, developing a direction, etc.

Mr. Hicks also requested that consideration be given to extending the repair period over a longer time span if the problem is not as severe and it would be safe to do so. He would like this considered for budget purposes.

Mr. Orlando responded that these issues could be addressed once the inventory was completed and a long range plan is being developed.

Mrs. Deans referred to asbestos removal costs in the United States and questioned the corresponding figure in Canada.

Mr. Mulholland and Mr. Orlando were concerned about the figures being quoted as they do not indicate if it was simply for the removal of the asbestos, or included the disposal of the waste asbestos which is an additional expense. Mr. Orlando verified that local disposal facilities no longer accept asbestos which must now go to the London area. However, bags of removed

asbestos remain in some schools until a bulk disposal container can be utilized for less costly disposal.

Mr. Mulholland then asked about the possibility of closing a school to affect repairs and sending students to other schools for a semester.

At the present time, work is planned so as not to disturb students more than necessary; however, Mr. Orlando noted the possibility of such action in the future.

Mrs. Patenaude Barker asked if work was being done during March Break, and Mr. Orlando responded in the affirmative, but there would not be sufficient time to handle major jobs.

Mr. Hicks referred to newspaper articles in the States referring to lawsuits against people who put asbestos in buildings. Mrs. Baskin pointed out that not one suit has yet been successful, however, she recommended the Board ask Dr. Michael Newhouse to act as their Consultant.

It was agreed:

That the verbal update re Asbestos in our Buildings be received for information.

Update- Drug Education In-Service

Mr. Beveridge introduced Mr. Brian Schofield, Co-ordinator of Adjustment Services and our liaison with the other Boards in this Drug Education initiative. Mr. Beveridge presented the report, referring to his first presentation in October, 1989 to the Development Committee at which the Board supported a grant application for the funding of a drug in-service program for teachers. The application was successful and a grant in the amount of \$46,745 was received. Mr. Beveridge emphasized this is a community initiative and involves the three Boards and the Addiction Research Council. He reviewed the financial implications on Pages 9 and 10.

Moved by Mrs. Deans:

That the Update re Drug Education In-Service be received for information.

Mrs. Deans asked if crack and steroids would be included in the drug education. Mr. Beveridge responded this program is in the development stage which will include a teacher's manual covering drugs, alcohol and smoking. He expects crack to be included and a section on performance enhancing drugs.

Mr. Schofield noted each Board will develop its own unique policy in relation to drug education and clarified that the "knowledgeable resource person" referred to on Page 6 of the report is the Co-ordinator of Drug Education as mentioned on Page 7.

Mr. Hicks emphasized his concern that we re-enforce with the Addiction Research and the Ministry the need to co-ordinate the community, link agencies, family and school.

Mr. Schofield pointed out that this program is specifically

designed to increase teacher awareness and considered Mr. Hicks' issue beyond the parameters of the grant.

Mr. Beveridge felt the committee established to develop a drug education policy would have the opportunity to address Mr. Hicks' concern. He believes representation from various agencies and parents would be included on the committee.

Mr. Kennedy asked if there was statistical information about drug use by students comparing present day and 10 years ago.

Mr. Schofield responded that reports from Addiction Research indicate a downward trend. However, he cautioned that they base their studies on students in school only. It is apparent that the longer a student stays in school, the less likely they are to use drugs.

Mr. Kennedy suggested the direction should be to develop parent understanding of drugs.

Mrs. Baskin commended the authors of the report though she believed it to be a waste of money. She believed that studies show children living below the poverty line were most apt to use drugs and that raising their standard of living is the issue to be resolved.

Mr. Korz responded that it is not necessarily those in the lower income bracket who have access to drugs as drugs in our society cost money.

Mr. Korz asked for an explanation of 'Resource Guide for Facilitators and Coaches'. Mr. Schofield explained that people will be trained through workshops, become facilitators or coaches and take the message to various schools. The guide will be material for them to use at the schools.

Mrs. Deans raised the issue of searching lockers. Mr. Stockwell stated that the Board makes it clear that the locker is Board property, and in the opinion of the Police Department, we have the right to search lockers. It is the Board's practice to involve the student at the time of the search unless there is a special reason that the Police wish to enter the premises without the student being aware of the search.

Mr. Stockwell clarified for Mr. Korz that when a student is not present during the search, the Police Department is in attendance. Further, in cases of drugs or alcohol, the initiative for a search normally comes from the Police Department.

Mrs. Clarke spoke of her support for the tri-Board effort, stating she was pleased we are one of the Boards involved. She sees this as educating staff in order to deal with students on an individual basis. She assumed this initiative would include community outreach, possibility of area initiatives and a common core of action within the three Boards.

The motion was put to a vote and was CARRIED.

At this point in the meeting, Mr. Rielly extended a welcome

to the members of the Staff Development Leadership program who were in attendance for part of the meeting.

Sale of Board Site,
Kirkendall South Neighbour-
hood (Spruceside/Mapleside)

Mr. Kelterborn reviewed the report and recommendations regarding this property.

Moved by Mr. Penner:

That the following recommendations regarding the sale of Board property in the Kirkendall South Neighbourhood (Spruceside/Mapleside), Lot 17, Concession 3, be approved:

a) That we notify the City that it is still our intention to sell this site and that we are prepared to extend the closing date of acceptance of the option from February 6, 1990 to March 20, 1990 to enable the City to reconsider its position.

b) If the City decides not to purchase the site, that we offer the site to the next priority agent according to Ministry of Education regulations.

In response to questions from trustees, Mr. Shewfelt and Mr. Kelterborn explained that the Board tried to sell this property to the City 10 years ago in a similar situation. Last year this property was discussed by the Accommodation Committee, and was considered too small to use as a school site. Following the approved priority agent list, the property was offered to the Hamilton-Wentworth Separate School Board, McMaster University and Mohawk College but none took the option to purchase. The City of Hamilton was then advised the property was for sale and indicated their intention to acquire the property. However, the City is in a severe financial situation with respect to capital reserves as is the Board, and City Council has requested a two year lease of the property instead. The Finance Department is recommending an extension in the date of acceptance to March 20th to enable City Hall to reconsider purchasing the property rather than leasing it to them. Mr. Shewfelt explained that sale of property is considered in a year long forecast of our reserves by the Finance Department, however, the use of money realized from the sale of such property is not pre-determined. Mr. Shewfelt anticipates continuing with the approved list of priority agents if the City does not purchase the property.

Several trustees spoke in favour of saving this site as a park, however, Mr. Hicks stated that any discussion about selling the property should be done at Board as this decision had been made at Accommodation and approved at Board. It would require a two-thirds majority vote at the Board level to change this motion. Discussion should be centred on whether or not to extend the closing date as requested by the Finance Department.

Following further discussion, it was moved in amendment by Dr. Johnston:

That the closing date of acceptance of the option be extended to May 20th, 1990.

Dr. Johnston felt the extension would allow residents time to pressure City Hall to purchase this property in order to keep

a park in their neighbourhood. It was pointed out that it is not the Board's responsibility to provide parks within the City, but that of City Hall.

Miss Detwiler cautioned that the 3/4 million dollars is needed for renovations and if not obtained would result in further debenturing by this Board, however, Mr. Mulholland pointed out that debenturing is a normal method of financing.

Miss Cunningham reviewed the list of the approved priority agents for the members.

Mr. Hicks asked if the Board has the legal right to refuse to sell if one of the approved priority agents meets the purchase price. Mr. Shewfelt quoted from regulations that indicate either party has the right to refusal in the case where a price is not mutually agreeable.

Mr. Shewfelt asked if Dr. Johnston would consider changing the date in his amendment to May 23rd which corresponds to the second City Council meeting in May and Dr. Johnston agreed.

Clause a) as amended to May 23rd was voted on and was CARRIED.

Clause b) was voted on and was CARRIED.

NEW BUSINESS:

Membership Fees

Moved by Canon Rogers:

That the following 1990 membership fees be paid:

- a) Canadian Education Association - \$3,070.45
- b) Ontario Educational Research Council - \$725.00
- c) Ontario Public School Boards' Association - \$61,274.00
- d) Association française des Conseils scolaires de l'Ontario - \$1,500.15

CARRIED.

Capital Projects - Debentures

Mr. Shewfelt presented the report, highlighting the summary of the estimated costs for the projects and the proposed method of financing. He drew attention to the Debenture Summary totalling \$9,950,000.00.

Moved by Canon Rogers:

That the following recommendations regarding debentures for Barnstow (Block 87) or Wellington Chase - Gurnett Neighbourhood (Block 72) - James MacDonald - and A. M. Cunningham, at an estimated cost of \$9,950,000.00, be approved:

- a) That pursuant to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

(b) That the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

CARRIED.

Select Committee on
Education Report on Education
Finance

Miss Cunningham explained the package of information (Fast Report) dealing with this item had been placed in the trustees' lockers.

Moved by Mrs. Deans:

Whereas the Ontario government's share of the cost of educating its two million students is inadequate,

and whereas the province is pushing more and more of the education bill onto the property taxpayers,

and whereas the province is legislating more and more programs onto school boards which school boards can no longer afford,

Be it resolved that the Hamilton Board of Education support the request of the legislature Education Committee urging the Province to set up a task force to review the way education is funded in Ontario.

Mrs. Deans stated she wanted to support the request of the legislature Committee in urging the Province to set up a task force.

Miss Cunningham pointed out there is already a committee dealing with this. Mr. Shewfelt added that the Committee held nine days of hearings across the province, received 85 submissions and filed a report containing 34 recommendations regarding education financing to the Government for consideration.

Miss Cunningham read recommendations #23: "The Minister should establish a task force to examine options to make the tax base for education funding more progressive. It should report by January 1, 1991."

Mr. Kennedy suggested that this item should be channelled through OPSBA.

Mrs. Bishop referred to the McDonald Inquiry into Declining School Enrolment, the Select Committee in 1976 and the present initiatives currently being undertaken with respect to assessment, pooling, lot levies and the way ceilings will be determined by the province.

Moved by Mrs. Bishop:

That the motion be tabled. CARRIED.

Report of the Special
Education Advisory Committee

Moved by Mrs. Bishop:

That the following recommendations of the Special Education Advisory Committee be approved:

(a) That the recommendations of the Special Education Advisory Committee Agenda Sub-Committee be approved.

(b) That the following motion regarding accessibility for the disabled be approved:

i) That improved accessibility for disabled children be a primary concern in any renovation or repair made by the Board, its staff or agents of the Board,

ii) That the concern for improved access be reflected in all pertinent Board manuals and Operations Procedures, and

iii) That SEAC receive a report in September, 1990, outlining the specific steps taken to ensure improved accessibility in ongoing renovation and repair.

(c) That the Area 3 Special Education Update be received for information.

Mrs. Bishop referred to Recommendation 2 stating that this recommendation comes out of continued concern for accessibility for handicapped students.

Following discussion, Mrs. Bishop agreed that Recommendations (a) and (c) should be received for information only.

Moved in amendment by Mr. Desmarais:

That Clause (b) be amended to include the following:

(iv) That on projects of renovation, repair or construction made by the Board, its staff or agents of the Board, an independent line be included in the costing estimates which reads "accessibility for disabled children".

The intent of the motion, Mr. Desmarais explained, would be to ensure accessibility is considered and a rough estimate of repairs included in costings presented to the Board even if the estimate is zero.

Mr. Orlando advised he did not have difficulty with recommendations 2 a, b, and c, assuming the direction is to look at assessibility where it is feasible within repair or renovation projects. To upgrade each building to be totally accessible would not be possible. He stated that if it can be done within the funds approved by the Board it is done. With respect to the inclusion of a separate quotation line, he thought it would be too difficult to have the architect identify, and the Contractor separate out costs, for every accessibility-related change. He would prefer to give direction to the Contractor that accessibility is important to the Board and is to be included in the project.

When Mr. Desmarais further explained what he was requesting, Mr. Orlando suggested that a statement be included as to the types of accessibility changes that are included in the project rather than a cost estimate. He was not sure that a Contractor would be willing to cost these items separately.

Miss Detwiler questioned whether the Operations Management Committee could make such a change to the SEAC Report, and Miss

Cunningham suggested Mr. Desmarais make his motion at a meeting of the Special Education Advisory Committee.

Mr. Desmarais agreed to withdraw his motion.

Mrs. Baskin expressed her pleasure with the accessibility recommendation included in the report which continues to remind officials of the disabled children in our schools.

The motion to accept Items 1 and 3 for information, and approve Item 2 was put to a vote and was CARRIED.

In-Camera General Item

Mrs. Deans referred to the general in-camera item and moved:

That the in-camera subject be dealt with publicly.

Mr. Hicks pointed out that the normal procedure is for such a challenge to be made at the beginning of the in-camera meeting.

Miss Cunningham agreed and stated the challenge would be considered during the in-camera portion of the meeting.

Asbestos Abatement Program

At the In-Camera meeting, Mrs. Deans challenged the Chair and moved:

That the in-camera subject be dealt with publicly.

Following discussion the motion was put to a vote and was LOST.

The following motion was approved at an In-Camera session:
Moved by Mrs. Baskin:

That the following recommendations regarding the Asbestos Abatement Program be approved:

a) That funds in the amount of 3.35 million dollars be approved for Phase 1 of the Board's Asbestos Abatement Program as detailed in the attached Appendix A.

b) That the Superintendent of Plant be authorized to proceed with this work in January 1990 and that the source of funding be considered in the 1990 Budget.

CARRIED.

ELEMENTARY\SECONDARY

NEW BUSINESS: Recommendations of the Director of Education

Moved by Mrs. Baskin:

That the recommendations of the Director of Education be approved.

Mrs. Baskin was pleased to note the students from George R. Allan School will be repaying the visit made by the students from the Northwest Territories and hoped they would take a

video camera with them.

The motion was put to a vote and was CARRIED.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

CV

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY

1955-1956

RESEARCH REPORT

BY

ROBERT H. EMMETT

AND

JOHN D. MATTHEWS

DEPARTMENT OF CHEMISTRY

UNIVERSITY OF CHICAGO

CHICAGO, ILLINOIS

1956

RESEARCH REPORT

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GOVERNMENT DOCUMENTS

OPERATIONS MANAGEMENT COMMITTEE



THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

OPERATIONS
MANAGEMENT
COMMITTEE

THE BOARD OF DIRECTORS
OF THE CITY OF NEW YORK

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OPERATIONS MANAGEMENT COMMITTEE

1990 03 06

GENERAL

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ELEMENTARY/SECONDARY

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 03 06

Present: M. Cunningham (Chairman); Trustees Baskin, Desmarais, Korz, Lowe, Penner, Rogers, and Clarke.

Also

Present: Trustees Allen, Bishop, Deans, Detwiler, Johnston, Mulholland, A. Stewart and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
R. Orlando, Superintendent of Plant
P. Beveridge, Superintendent of Curriculum, Special and Educational Services
P. Shewfelt, Superintendent of Finance and Treasurer
R. Kawai, Superintendent of Information Management Services
J. Forrester, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of School - Area 2
R. Binns, Superintendent of Schools - Area 3
D. Rothwell, Superintendent of Schools - Area 5
G. Rappolt, Assistant Superintendent of Curriculum
S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1990 02 06 meeting be approved as presented.

CARRIED.

Miss Cunningham asked the indulgence of the members to move the presentation from the Parents of Holbrook Sam (Sir Allan MacNab) to the start of the Agenda. The members agreed.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Asbestos in our Buildings:
Update

Mr. Orlando reported that 85% of the inventory is complete with 48 of 105 summaries completed and distributed to the schools. Another 15 reports are under review and he expects this process to be completed by the end of March. Mr. Orlando advised that as of the end of February, \$300,000 of the approved funding had been spent on preliminary design work for major projects, including \$190,000 on day to day projects. In addition some of the funds have been spent for additional training of staff.

With respect to the Elizabeth Bagshaw School project (formerly, Albion) Mr. Orlando stated that several stop work orders had been received from the Ministry of Labour resulting from a General Contractor removing unidentified asbestos and, as a result, releasing asbestos fibres into other parts of the building. The contractors have stopped work on the premises and the situation requires a major clean-up. Mr. Orlando will examine the options available to this Board and take appropriate action to rectify the situation.

Mr. Allen asked if the Toronto School Board had contacted this Board as they are now experiencing asbestos problems. Mr. Rielly replied that he has been contacted by the Associate Director of Operations regarding our asbestos experience and the sharing of information relating to the proposed development of a management plan.

Mr. Allen emphasized the need to work co-operatively and share information as this Board has taken a strong leadership role in this situation.

Mrs. Baskin recalled a Toronto School Board spokesman on the radio commenting quite negatively on our asbestos situation. She considered the comments as bad public relations and suggested it should be mentioned in view of the proposed meeting.

Mr. Mulholland expressed grave concern about the Elizabeth Bagshaw situation and the necessity to follow the proper line of authority so that outside consultants do not overstep their limits. He felt it was important that Mr. Orlando make a strong statement that the Asbestos Control Team is responsible for the management of asbestos problems and must be involved. He also stressed that hiring be done through tenders and that contractors prove their staff is qualified to work with asbestos, i.e. three day training seminar. He added contractors should also be required to prove they carry \$5 million dollars general liability insurance for asbestos removal, in order to protect this Board against third party liability claims. While Mr. Mulholland was not placing any blame on Board officials and thought the foremen on the Asbestos Control Team were excellent people, he felt there was a need for better co-operation with the Health and Safety Committee.

Mr. Orlando assured Mr. Mulholland that we are in charge and the consultants are only consulting. In all fairness, the circumstances that have arisen at Elizabeth Bagshaw could not be foreseen by the general contractor involved, with the resulting complications. Regarding Mr. Mulholland's concern about qualifications, Mr. Orlando stated that pre-qualifications have been developed and advertised. Various contractors will be identified through this process.

Miss Cunningham thanked Mr. Orlando.

Mr. Rielly advised the members that no promise of funding has been forthcoming from the different Governments despite his attempts to gain grants for the asbestos situation. He read a letter from Sheila Roy, Central Ontario Regional Office Superintendent, in response to his request for funds for the past year. Ms. Roy stated "No commitment to additional funding can be made at this time and the expenditures you have already outlayed for the repair and removal of asbestos in 1989 cannot be addressed retroactively. However, the asbestos control project, as itemized in your board's 1990 Capital Expenditure Forecast, will be given full consideration during the process of analysis."

It was agreed:

That the verbal update on Asbestos in our Buildings be received for information.

Line of Credit

Mr. Shewfelt reviewed the report and three recommendations regarding the establishment of a line of credit.

Moved by Canon Rogers:

That the following recommendations regarding a line of credit be approved:

a) That lines of credit be established with The Canadian Imperial Bank of Commerce and The Regional Municipality of Hamilton-Wentworth to temporarily finance the day to day operating/capital expenditures;

b) That short term borrowings be acquired by competitive bids through chartered banks, municipalities, investment dealers and other related financial institutions;

c) That promissory notes and banker's acceptances be issued as security by the Board and signed by two of the following:

Chairman or Vice Chairman

and

Superintendent of Finance and Treasurer or Controller

Canon Rogers expressed regret that it was necessary to approve such a motion.

Mr. Mulholland stated his continued objection to the establishment of a line of credit and would not support the recommendations. He preferred using debentures to finance.

Mr. Shewfelt outlined for the members the current total of the working capital fund at \$5.5 million, down from \$6.7 million in 1984. He then outlined proposed capital expenditures of nearly \$20 million which included ten million dollars' worth of debentures for capital projects. He stressed the line of credit would be used only on a day to day basis, involving short term credit (up to 90 days).

Mrs. Lowe reluctantly supported the motion while recalling that in the past the Board borrowed internally and avoided paying interest.

Dr. Johnston advised that the CIBC charges individuals a 1% annual fee based on the total amount for lines of credit whether or not they are used and he wanted assurance that this Board would not be paying such a fee.

Mr. Shewfelt stated there is no fee charged to the Board to establish a line of credit. He stated that during negotiations the interest that would be charged by the Region was prime less 1/4% or 25 basis points and would include any service charge. Following discussions with other banks, it was decided that the CIBC proposal was in the best interest of the Board. Mr. Shewfelt went on to explain several options regarding line of credit instruments.

Trustees Mulholland and Deans referred to the financial burden incurred through the many government mandated programs. Mrs. Deans further noted the cutback in educational funding by the Ministry, which places an increased burden on the municipality and taxpayers.

Miss Detwiler pointed out that while our student population has decreased, teacher/student ratios have increased the number of staff and, therefore, the salary costs.

The motion was then put to a vote and was CARRIED.

Report from Officials re Kinderpacks

Mr. Orlando reviewed the report.

Dr. Johnston expressed appreciation for the detailed summary of past discussion; however, there was no reference to the monies now available from the Ministry for the purchase of kinderpacks.

Mr. Orlando admitted he was unaware of available funds and offered to investigate further.

Moved by Dr. Johnston:

That the Report from Officials re Kinderpacks be tabled for consideration at a future time.

CARRIED.

Report from Officials re Lot Levies (Bill 20)

Mr. Shewfelt reviewed the report and outlined expenditure concerns facing the Board which include: \$24 million worth of debenture debt by 1995, decline in the General Legislative Grants (down to 30%), asbestos (\$10 million), Health Levy (\$3.5 million up from OHIP \$1.7 million), Pay Equity (\$1.6 million for 1990), Pooling (possible loss of \$2.4 million) and the decline in the rate of support for new school construction (provincially from 75% to 60%, or for our Board from 68% to 50%). Mr. Shewfelt added that he had taken the liberty of sharing this report with the Wentworth County and the Hamilton Wentworth Roman Catholic Separate School Boards.

Mr. Korz stated this Bill was another example of the government "dumping" on School Boards, however, although he was opposed to lot levies he feared the Board might have to consider this direction.

Moved by Canon Rogers:

That the officials be authorized to develop recommendations for the implementation of the Development Charges Act in co-operation with the Officials of the Wentworth County Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board.

Canon Rogers declared that this Bill highlights the lack of finances available to School Boards in the coming years.

Trustees R. Stewart and Deans declined to support the motion. Mrs. Deans noted a levy would increase the cost of homes and penalize young families.

Mrs. Baskin remarked that the Bill has already been passed and is legislation. She found it unrealistic to not support a motion to investigate the legislation and its implications in concert with the other School Boards.

Mrs. Bishop regretted the implications of the legislation but felt home owners were in a better position to afford the levy than the elderly and those on fixed incomes.

Ms. Stewart supported the motion though she deplored the circumstances such as the education funding cuts. She suggested that a user-pay system may be necessary, but stressed that all avenues of revenue be investigated.

Mr. Mulholland refused to support the recommendation. He stressed that this Board does not need to implement lot levies now and should plan future development through debenture financing.

Trustees A. Stewart and Desmarais noted that the one time levy on new homes would not necessarily affect young families as current new home construction is for those moving upwards into a second or third home. Mr. Desmarais supported the development of recommendations and asked if the amount of the levy was a matter the Board would decide.

Mr. Shewfelt understood that to be correct, however, guidelines have not as yet been issued.

Mrs. Clarke noted all governments are struggling with finances and this legislation must be investigated, however reluctantly.

Mr. Allen requested clarification that passing this motion does infer a levy will be assessed to new homes.

Mr. Shewfelt responded that the intent of this motion was to bring back a report to trustees. It would then be the choice of the trustees whether or not to proceed with lot levies, now or in the future.

Mr. Korz noted this was very "clever" legislation in that if the Board does not make use of it, the government may ask why we did not implement lot levies the next time this Board requests funding for a program.

Mr. Stewart asked for an approximate cost for the report.

Mr. Shewfelt replied that, in all fairness, he did not know. This controversial issue has been debated at City Hall and they hired a consultant. In viewing the report of the consultant, Mr. Shewfelt noted the similar geography that was studied and anticipated if the Board used Coopers and Lybrand as well, our costs would be probably less. Mr. Shewfelt pointed out the "interesting" complication arising from a sister Board approving lot levies if this Board did not.

Miss Cunningham then referred to Mr. Shewfelt's opening comments about the reduction in Ministry financing of new school construction from 75% to 60% and asked if the lot levy was the instrument by which Boards could recoup the 15% difference.

In Mr. Shewfelt's opinion, the two announcements were more than coincidental.

Trustee Mulholland requested a recorded vote on those opposing the motion.

The motion was then put to a vote and CARRIED, with Trustees Deans, Mulholland and R. Stewart opposed.

NEW BUSINESS:

Presentation from Parents of Holbrook (S.A.M.) (Sir Allan MacNab)

Miss Cunningham welcomed Lorraine Hoult and Stewart Rankin who represent the Sir Allan MacNab Parents' Committee. She outlined the procedures for the presentation tonight and that the officials would respond the following month. Mrs. Hoult and Mr. Rankin presented the parents' brief, emphasizing the unanimity of the parents' support of Option 4 if a new school was not going to be built in their area.

Trustees Bishop, Clarke and Allen expressed their appreciation for the clarity of the report and the four proposed options.

Mr. Allen asked if the 124 children could be accommodated at Mountview. Mrs. Hoult responded that accommodation in 1991 will be available at Mountview when students move from Mountview into the new District 72 school.

Canon Rogers clarified that Option 1, a new school, was the preferred solution of the parents.

The parents' representatives agreed, but Mr. Rankin stated that Option 4 was the unanimous choice of the parents in lieu of the construction of a new elementary school.

Mrs. Hoult explained that the parents wished to avoid another accommodation problem in two years' time under Option 2. In addition, the secondary school requires space for the Dramatic Arts program, whose students would benefit from the availability of these classes.

Ms. Stewart added her compliments on a good report and inquired as to whether the children cross major arteries to reach Holbrook (S.A.M.).

Mrs. Hoult responded the children do not cross any major arteries to attend Holbrook (S.A.M.) and outlined the boundaries of the area.

Mr. Rankin thanked the trustees for their concern, reminding them that Holbrook (S.A.M.) or Mountview schools are still considered to be a compromise.

Miss Cunningham thanked Mrs. Hoult and Mr. Rankin on behalf of the committee.

It was agreed:

That the presentation from the Parents of Holbrook S.A.M. (Sir Allan MacNab) be referred to the officials for a

report back to the April Operations Management Committee meeting

Budget Review Committee
Dates

Mr. Shewfelt stated the dates are subject to change depending on the progress of the Budget Review Committee and the Ministry release of the 1990 General Legislative Grants, which may be as late as March 31st. Mr. Shewfelt expressed concern about the our time frame and the time frame needs of City Hall.

It was agreed:

That the following Budget Review Committee Dates be received for information:

March 20, 1990 - Budget Review Committee
March 27, 1990 - Budget Review Committee
April 3, 1990 - French Language Section Budget Review
April 11, 1990 - Budget Review Committee
April 17, 1990 - Budget Review Committee
April 19, 1990 - Budget Review Committee and Board

Sale of a Strip of Land -
Lot 7/8, Concession 8
(Eleanor Neighbourhood,
Block 89)

Moved by Mrs. Lowe:

That the Board sell to the developer of Bar-Brock Estates a strip of land in the Eleanor Neighbourhood for roadway purposes, an area of approximately .1953 acres, for a price of \$29,295, and that the purchaser pay any costs including legal and surveying costs of this sale.

CARRIED.

Report from Officials re
Goods and Services Tax

Mr. Hardman reviewed the report which highlights possible implications of the Goods and Services Tax on the Board. Currently this legislation is in draft form, but the tax will commence January 1st, 1991. He referred to the appendices which indicate concerns shared by Boards.

Dr. Johnston expressed appreciation for the report and requested that Mr. Ron Crawford, O.S.S.T.F., District 8 speak on the matter.

Miss Cunningham noted that it was not normal practice to ask for comment from observers, unless Dr. Johnston had a specific question to ask.

Dr. Johnston rephrased his question to ask Mr. Crawford to respond to the report.

Mr. Crawford stated he found the report to be enlightening and that it does not appear School Boards will suffer if the Ministry is to be believed.

Miss Detwiler referred to Finance Minister Wilson's comments about a manufacturer's tax and asked for clarification.

Mr. Hardman explained that the manufacturer's tax is added in now to most products at the manufacturer's level and on top of wholesale and retail prices. It is a hidden tax of 13 and 1/2%. In reality, if the manufacturer's tax is

replaced with the GST, prices should come down. The GST will be a tax on the finished product.

Mrs. Bishop was dismayed at how narrowly the Board's goods and services was being interpreted and that only credit courses will be exempt whereas General Interest Courses, EASL and Adult Basic Education will be taxed. She then referred to Item 10 covering Cafeteria Services particularly those in vocational schools.

Mr. Hardman clarified that the intent of the draft legislation was to tax all cafeteria services, however, this item is one the Canadian School Trustees' Association is asking not be taxable.

Mrs. Clarke offered to convey the committee's concern by letter to the OPSBA.

In response to Mrs. Deans' question, Mr. Hardman stated he could not provide an estimate of extra staffing that would be required to handle the GST until he knew whether Boards would have to pay first and apply for a rebate or would be able to buy products GST exempt.

Moved by Mr. Stewart:

That the Report from the Officials re the Goods and Services Tax be received for information.

CARRIED.

Miss Cunningham thanked Mr. Hardman for his report.

Approval of Sketch Plans
for addition to A. M.
Cunningham School

Mr. Orlando presented the report.

Moved by Mrs. Baskin:

That the Superintendent of Plant be authorized to have the Architect proceed with working drawings for an addition to A. M. Cunningham School.

CARRIED.

Approval of Sketch Plans
for addition to
Centennial School

Moved by Mrs. Bishop

That the Superintendent of Plant be authorized to have the Architect proceed with working drawings for an addition to Centennial School.

CARRIED.

Report of the Special
Education Advisory
Committee

Moved by Mrs. Bishop:

That the following report of the Special Education advisory Committee be received for information:

(a) That the Special Education Advisory Committee strongly supports the role of Psychological Services and hopes that in times of financial constraint, there will be no cutback in services.

Mrs. Bishop noted that this is the second recommendation made by the Special Education Advisory Committee regarding psychological services. She advised that in October, 1989, 329 students were awaiting assessment of which 282 were carried forward into November. There is approximately a 4 - 6 month waiting period for assessment as each psychologist can only do seven assessments per month. She noted there are two psychologists per area and only one has responsibility for all the secondary students. Mrs. Bishop spoke of the increased role of the psychologist who is now involved in the DART procedure. SEAC is aware that in the present fiscal situation new staff cannot be hired, but the intent of the motion is to emphasize the importance of psychological services and avoid cutbacks in these services.

Miss Detwiler offered her support for psychological services and felt it should be a priority of this Board to address the needs of the students awaiting assessment.

Mr. Stewart asked if the motion was an intent to hire more staff; however Mrs. Bishop understood that was not possible at this time and the intent was to keep the needs of psychological services before the Board and avoid program or casual budget cutbacks.

Mr. Stewart asked if the Board could sub-contract out to reduce the back log of assessments.

Mr. Beveridge expressed sympathy with Mrs. Bishop's comments. Mr. Yurkiw has met with the Superintendent of Schools to investigate ways of streamlining requests for service and reduce the waiting list. Some services can be contracted out, such as the gifted program, however, he was not aware of any additional funds that would be available to reduce the waiting list.

Mrs. Baskin referred to the strain on psychological services and thought a six month waiting list was a disgrace. She felt that under Bill 82 the Board had an obligation to provide appropriate placement for students. She thought one psychologist for 12 secondary schools was insufficient, however such a motion should be made at Budget Review.

Following a further discussion, Miss Cunningham questioned the wording of the motion. Mrs. Bishop agreed that the word "hopes" should be removed as it clarifies the intent of the motion.

The motion as amended was put to a vote and was CARRIED.

Mrs. Bishop presented the report and moved:

That the Interim Report - Committee re Policies for Food Consumption on School Properties, be received for information.

CARRIED.

Interim Report - Committee
Re Policies for Food
Consumption on School
Property

Archives Committee

Dr. Johnston stated the Archives Committee has approved an Archives Policy Statement, which the trustees have received. He asked for any amendments to be submitted to the Archives

Committee within the next six weeks.

Dr. Johnston shared the Archives Committee's concern regarding future accommodation and noted they were awaiting the results of the Accommodation Committee Report.

Miss Cunningham stated that as this item was not on the Agenda it was not open to discussion without a two-thirds majority vote.

Moved by Dr. Johnston:

That accommodation of the Archives be incorporated into the Agenda for this meeting.

LOST.

In reply to Mrs. Baskin, Mr. Rielly explained that much archival material has been collected, catalogued and housed at Delta, however, there is not room to house them at the same location next year. The Accommodation Committee has undertaken to find a suitable location for the Archives.

Mrs. Baskin requested the item be placed on next month's Agenda, and Miss Cunningham agreed.

Mr. Stewart asked for information about the membership of the Accommodation Committee.

Mr. Rielly stated the Chairman is R. Binns and it includes representatives from administration and federations. The Accommodation Committee is an administration committee rather than a trustee committee and has no trustee as a member. All reports of this committee come through the Operations Management Committee to the Board.

ELEMENTARY/SECONDARY

NEW BUSINESS:

Recommendations of the Director of Education

It was agreed:

That the recommendations of the Director of Education be approved as presented.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

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URBAN/MUNICIPAL

APRIL 1990

Minutes of
**OPERATIONS
MANAGEMENT
COMMITTEE**

HAMILTON PUBLIC LIBRARY

MAY 18 1990

GOVERNMENT DOCUMENTS



THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

INDEX OF THE
OPERATIONS MANAGEMENT COMMITTEE

1990 04 10

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 04 10

Present: M. Cunningham, Chairman; Trustees Desmarais, Korz, Penner, Rogers and Clarke.

Not

Present: Trustees Baskin and Lowe.

Also

Present: Trustees Allen, Bishop, Detwiler, Hicks, Hill, Johnston, Kennedy, Mulholland and Paquin.

Officials K. Rielly, Director of Education and Secretary

Present: A. Stockwell, Associate Director of Education

B. Sinclair, Superintendent of Human Resources

R. Orlando, Superintendent of Plant

P. Beveridge, Superintendent of Curriculum, Special and Educational Services

P. Shewfelt, Superintendent of Finance and Treasurer

R. Kawai, Superintendent of Information Management Services

N. Nicholls, Superintendent of Schools - Area 2

R. Binns, Superintendent of Schools - Area 3

P. Gillie, Superintendent of Schools - Area 4

D. Rothwell, Superintendent of Schools - Area 5

J. Yurkiw, Assistant Superintendent of Special Services

G. Rutledge, Controller

S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes of the last meeting.

Moved by Canon Rogers:

That the minutes of the 1990 03 06 meeting be approved.

CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Response from the Officials
Re Presentation from Parents
of Holbrook (S.A.M.) (Sir
Allan MacNab)

Mr. Rothwell reported that the officials' response will be presented at the May Operations Management Committee meeting and confirmed that the parents have been informed. In response to Mr. Hicks' question, Mr. Rothwell said the report will not include reference to, nor any linkage with, the upcoming Accommodation Report.

Asbestos Update

Mr. Orlando reported that the field work on the inventory process has been completed and copies of 75 complete reports have been distributed to the schools. In addition, there are 29 reports being reviewed and it is anticipated the work that is required to be done will be finalized this month and the long range plan revised, where necessary. He pointed out, however, that to date no additional major asbestos related problems have been identified.

The expenditure of funds in connection with this work, as of the end of March, is \$521,647; commitments up to and including the middle of this month total approximately \$179,000 for ongoing work by the Asbestos Response Team.

The clean up work at Albion is expected to be completed towards the end of this week with the facility to be re-inspected by the Ministry of Labour and general contractor next week.

Mr. Hicks noted that asbestos has become a provincial concern and Hamilton is no longer dealing with the issue "in isolation". He asked Mr. Orlando to comment on the Toronto experiences.

Mr. Orlando responded the Toronto Boards have encountered similar problems and one Board closed a school or part of a school and bused students to other facilities. He added that a great majority of the Boards in the province have been directed by the Ministry to conform to the legislative requirements regarding inventories.

Mr. Hicks felt it was time for the Ministry to step in and give some long term direction, i.e. encapsulation and control the situation or total removal of asbestos.

Mr. Rielly reported that the Ministry's Regional office has established a committee to monitor the various situations and provide a networking vehicle between school boards. He added that there is one person specifically assigned who has been to the Hamilton Board to see the Asbestos Control Team.

Mr. Orlando, in response to Mr. Mulholland's question regarding the fees paid to Pinchin & Associates, said that the cost of the inventory work was in excess of \$50,000 but not near the \$300,000 as reported in the newspapers. He believes the total cost to the Board is about \$80,000 between both consulting firms employed by the Board. Mr. Orlando pointed out some of the additional work that the consultants have been involved in over and above the "consulting" aspects.

Mrs. Clarke stated that the Ministry of Labour is now making formal visits to school boards across Ontario and she felt the Hamilton Board has led the way in the plans it has put in place and by some positive things we have done.

Mr. Kennedy questioned whether the Ontario Public School Boards' Association was trying to get some financial assistance for the school boards it represents from the Ministry of Education.

Mrs. Clarke emphasized that the O.P.S.B.A. passed three motions specifically related to asbestos at its recent Board of Directors' meeting and, with the direct contact to the Ministry by the Chairman of the Association and the Executive Director, she felt there is pressure being applied to the Ministry.

It was agreed:

That the verbal update re Asbestos in our Buildings be received for information.

Update - Sale of Board
Site, Kirdendall South
Neighbourhood

Moved by Dr. Johnston:

That the offer of \$760,000 from the Corporation of the City of Hamilton for the purchase of the 0.57 acre parcel of land in the Kirkendall South Neighbourhood (Spruceside/Mapleside) Lot 17, Concession 3 (Barton) be accepted and that the funds from the sale be placed in Capital Reserves.

Dr. Johnston commented on the Board's wise decision to postpone action to sell this land until the City had a chance to respond. The result is that a playground and park will be preserved in an area which needs these facilities desperately.

Mr. Shewfelt informed Dr. Johnston that the Board will be responsible for paying the legal fees incurred in this transaction.

The motion was put to a vote and was Carried.

NEW BUSINESS

Recommendations of the
Director

Mr. Sinclair referred to the recommendations requesting approval for submission of grant applications to the provincial government's student employment program. One task is to perform a physical demands analysis in the workplace and relates to upcoming obligations associated with the Workers' Compensation Act whereby an employer is required to return an injured worker to employment either in the position previously held, with modifications, or in other work for which the employee is suited.

The other project would enable the Board to continue to update our inventory on chemicals in the workplace.

Miss Detwiler referred to a concern about the lack of assistance provided to staff in the schools relative to the labelling of materials.

Mr. Stockwell replied that the project in this grant application is for a different task than what would be of assistance in the situation Miss Detwiler described. Acknowledging that the labelling of materials is something that has to be done and that cannot be assigned to just anyone, he agreed that it falls to the teachers to complete this task.

Miss Detwiler asked if there was any way we could inform the Ministry that this type of work needs assistance and bring to their attention that a grant may help?

Mr. Stockwell pointed out that the Ministry is reluctant to provide funds to help as this is a common situation in the province. While he agreed an attempt could be made, he stressed his lack of optimism at success.

Miss Detwiler encouraged the seeking of assistance from the Ministry in the name of safety for both staff and students.

Mrs. Bishop was pleased to see the Board taking steps to review the physical demands of various Board positions, seeing it as an important step in making it possible for people who become disabled to continue to be employed.

Mr. Sinclair clarified that the students in this program would not come out of an industrial hygienist program but would more likely be occupational therapy students.

Moved by Mrs. Bishop:

That the following recommendations of the Director be approved:

(a) That a grant application in the amount of \$2,380.00 to Employment and Immigration Canada (Student Employment) for one student to review physical demands of specific Board positions, during a 16 week period, be approved, at a cost to the Board of \$3,838.00.

(b) That a grant application in the amount of \$2,529.00 to Employment and Immigration Canada (Student Employment) for one student to review inventory and records of hazardous chemicals/materials be approved, at a cost to the Board of \$3,416.00.

Mr. Sinclair said it is customary to submit applications such as these subject to Board approval and to include the tasks, responsibilities and projected activities to be performed.

Mr. Hicks was supportive of the program but pointed out that in both applications, the Board's contribution is greater than the grant.

Mr. Sinclair explained that the grant of \$4.25 an hour is below minimum wage in Ontario and the employer usually subsidizes the rate. Considering the market rates for university students with the suitable qualifications, it is anticipated a \$9-10 an hour range would be appropriate.

Mr. Hicks expressed his concern with the proposed hourly rate and cautioned the officials to look at the intent of the program and consider lowering the expectation of what the individual will do as well as provide more supervision.

Mr. Korz asked for further explanation on recommendation (a)

Mr. Sinclair explained that a review of representative positions in all of our major work forces would be undertaken by observing what people are doing and what demands are placed

on that person of a physical nature and then to document all that information. While not all positions can be reviewed, he said guidelines for each of our major job categories and the tasks undertaken would be started.

Mr. Korz felt this was a duplication of similar work already done through the Pay Equity process where analysis was done and each position broken down into different characteristics. He asked whether that information could be used to fill this need.

Mr. Sinclair agreed this could provide a starting point and would be a useful resource document. While working conditions and physical effort were included on the Position Description Questionnaire (P.D.Q.), it is a very basic document in terms of details. What needs to be done is examine each activity in its minutest form to find out what activities are performed and how. The P.D.Q. was not so much interested in how but what. This student would be a detailed measurement, observation and review of how a person performed a task.

Mr. Kennedy said this raises some doubt as to whether suitable comparisons can be made without detailed information. If we did not have detailed explanations during Pay Equity, how thorough was the comparison? Mr. Kennedy also wondered what would be gained by this intensive observation of employees. He questioned a cost of \$7200 to the Board while the budget is still to be debated.

Mrs. Bishop agreed with Mr. Sinclair that the grant would provide information not obtained through the pay equity process and saw this study as strengthening the Board's position relative to the Human Rights Code. She also questioned whether the Board's records on hazardous chemicals would be as complete as they should be without the assistance this grant would provide.

Mrs. Hill questioned the ability of the student to review the physical demands of various positions to cover all work stations. She suggested that a person's disability should be considered and the work place made to accommodate that rather than the other way around.

Mr. Sinclair appreciated the comments by the trustees but said the intent is to establish a foundation and develop a plan for work that will be ongoing. He said this is a unique opportunity to have a student, under a grant application, to assist with the emerging obligation of employers under the Employment Human Rights Code and the Workers' Compensation Board and felt the Board could spend less money if a needs analysis is started now.

Dr. Johnston saw value in what was being proposed on both studies but questioned whether this is the time to do it and suggested sending the recommendations to Budget Review.

At Mr. Rielly's request, Mr. John Paterson, Internal Auditor, said that the grant applications have been submitted for the end of March, subject to Board approval. The starting dates are to be early May.

Dr. Johnston said a decision doesn't have to be made tonight. If this application is accepted, then we have to decide whether to continue.

Mr. Hicks suggested that the Board's financial contribution to these grants be limited to matching the amount of the grant, making an average of \$8.50 per hour for the students.

Moved in amendment by Mr. Hicks:

(a) That a grant application in the amount of \$2,380.00 to Employment and Immigration Canada (Student Employment) for one student to review physical demands of specific Board positions, during a 16 week period, be approved, and that the Board's share not exceed the grant money received.

(b) That a grant application in the amount of \$2,529.00 to Employment and Immigration Canada (Student Employment) for one student to review inventory and records of hazardous chemicals/materials be approved, and that the Board's share not exceed the grant money received.

Moved in amendment to the amendment by Dr. Johnston:

That the following recommendations of the Director be referred to Budget Review:

(a) That a grant application in the amount of \$2,380.00 to Employment and Immigration Canada (Student Employment) for one student to review physical demands of specific Board positions, during a 16 week period, be approved, and that the Board's share not exceed the grant money received.

(b) That a grant application in the amount of \$2,529.00 to Employment and Immigration Canada (Student Employment) for one student to review inventory and records of hazardous chemicals/materials be approved, and that the Board's share not exceed the grant money received.

Miss Cunningham said she would take a vote on the amendment to the motion that the Board's share not exceed the amount in the application.

Dr. Johnston challenged the Chair's ruling as a motion to refer has precedence.

Dr. Johnston, in speaking to his referral motion, said the question is - is this a priority in terms of all of the other things that have to be done?

Canon Rogers preferred to make a decision tonight rather than refer.

Mr. Desmarais did not support referral, amendment nor motion as this work is totally irrelevant and unnecessary. He pointed out that the Department of Labour can walk in at any time and demand to see the papers relative to chemicals on site.

The motion to refer the recommendations to Budget Review was put to a vote and was Lost.

The motion as amended was put to a vote and was Lost.

The main motion was put to a vote and was Lost.

1989 Audited Financial Statement

Mr. Shewfelt presented the report on the financial affairs of the Board for the 1989 year. Mr. Rutledge, accompanied by Mr. Rod Chisholm, Accounting Supervisor, and Mr. Michael Collyer, from the Auditors, then highlighted various aspects of the report for the trustees.

Mr. Collyer reported that the Auditors, having examined and found the records in good order and having no disputes whatsoever, have presented an unqualified report.

Moved by Mr. Mulholland:

That the 1989 Audited Financial Statement for the Board of Education for the City of Hamilton be approved as presented to the members.

Mr. Mulholland asked if the Board would have a deficit if the Ontario government had paid the five million dollars outstanding.

Mr. Shewfelt replied that the Board's deficit is the result of its operations; the money owing from the government of Ontario would not have changed the fact of a deficit. The money owing affects the cash flow only.

Mr. Mulholland asked whether the line of credit had costs implications.

Mr. Shewfelt replied the only cost incurred in the line of credit is the interest paid on the money actually borrowed, except for a minor stamping fee of approximately \$250.

Dr. Johnston complimented staff on the quality of, and the visual illustrations, in the annual report. He requested that a graph in next year's report show the difference between capital reserves and debentures.

In response to Mr. Kennedy, Mr. Chisholm reported that the contract for the gas consortium expires 1991 10 31. There was assurance that the contract renewal would be brought to the trustees as was the first contract.

Mr. Hicks asked what grants the Hamilton Board has received from the Ministry over the last 2-3 years for the construction of new school buildings. It was his perception that this Board is passing on to the local taxpayers additional expenditures because the grants have not been forthcoming to this Board from the Ministry compared with other Boards.

Mr. Shewfelt agreed.

Mr. Hicks pointed to repairs and renovations where the Hamilton Board is again at the low end of grants from the Ministry. He felt it unfair and stated the Ministry has to examine its funding mechanism because public school boards have buildings that are in need of repair and renovations and the Ministry must be fair to all Boards.

Mr. Shewfelt said that generally we are viewed as a wealthy Board and referred to the Treasurer's Report presented earlier which shows only one out of 9 projects received financing.

The motion was put to a vote and was Carried.

1989 Audited Statement for
the Board of Education for
the City of Hamilton
Foundation

On behalf of the Board of Directors for the Foundation, Mr. Shewfelt presented the Auditors' Report. Mr. Collyer again stated this was an unqualified auditors' report.

Moved by Mr. Penner:

That the 1989 Audited Financial Statement for the Board of Education for the City of Hamilton Foundation be approved as presented to the members.

Dr. Johnston remarked on the value of this report as it portrays much of the Board's history and provides a wonderful glimpse of education through the years. He added that teachers of History could use this document for class assignments.

Mr. Shewfelt responded to Dr. Johnston's question on the interest earned from the Home Builders' money by saying administration is working closely with them and that the terms of reference are being drawn and should be implemented during this calendar year.

Mrs. Bishop asked about the awards that did not have recipients this year. Mr. Shewfelt reviewed the various awards citing either insufficient interest earnings or the requirements of the award were not met.

In particular, Mr. Shewfelt reported that the Sino Canadian Award, which has not had a recipient for a number of years, has very narrow terms of reference making it almost impossible to meet the requirements of this award. While confirming that 1973 was the last year in which an award was granted, Mr. Shewfelt pointed out that the Board of Directors contacted the

donors of this Award in 1988 regarding the possibility of changing the terms but they wished the Award to remain unaltered.

In responding to questions relative to terms of awards that may become inappropriate over time, Mr. Shewfelt said that if conditions for an award change and the donor cannot be contacted, the Board of Directors will attempt to revise the terms of reference in concert with the spirit of the original donation.

The motion was put to a vote and was Carried.

**School Year Calendar and
Holiday Schedule for the
Education Centre and the
Secondary Schools**

Moved by Mr. Kennedy:

That the 1990-1991 School Year Calendar for the Hamilton Board of Education be approved.

(b) That the following Holiday Schedule for the Secondary School offices and Education Centre offices be incorporated into the 1990-91 School Year Calendar:

Monday, September 3, 1990	- Labour Day
Monday, October 8, 1990	- Thanksgiving Day
Monday, December 24, 1990	- 12:00 Noon Closing
Tuesday, December 25, 1990	- Christmas Day
Wednesday, December 26, 1990	- Boxing Day
Monday, December 31, 1990	- 12:00 Noon Closing
Tuesday, January 1, 1991	- New Year's Day
Friday, March 29, 1991	- Good Friday
Monday, April 1, 1991	- Easter Monday
Monday, May 20, 1991	- Victoria Day
Monday, July 1, 1991	- Canada Day
Monday, August 5, 1991	- Civic Day

Mr. Korz expressed concerns, as voiced by constituents, not on the number of holidays but where they fall during the school year.

Mr. Stockwell reported that this calendar is compiled by a broadly-based committee with system wide representation. He pointed out the difficulty in placing professional development days where they can provide the greatest benefit and always avoiding statutory holidays. It is also felt that it is necessary to have a certain number of professional development days early in the school year in order to realize the benefits during that school year.

Mr. Korz was concerned about the 1990 03 21 date. He asked Mr. Stockwell to explain in detail why it could or could not be moved into April.

Mr. Stockwell explained that this is a second semester interview day for elementary schools and it must be held relatively close to the time report cards are issued for the second term. It provides an opportunity to schedule interviews and discuss progress of students at a critical time of year.

After Canon Rogers expressed concern over last year's schedule that provided two professional development days together, Mr. Stockwell stressed it was an unique situation last year that resulted from the Middle School Conference in Toronto.

While acknowledging Canon Rogers was correct that the maximum days allowed is 9 and school boards have the option of scheduling less, Mr. Stockwell emphasized the hardship a reduction in these days would pose on the schools affecting the variety of activities, i.e. curriculum implementation, final evaluation and counselling required and noted that it would be extremely difficult to provide quality programs with fewer days at our disposal.

Canon Rogers suggested public relations work is required in this regard as he finds one of the problems is explaining the reasons why these days are in such numbers.

Miss Detwiler referred to the newsletters to parents from principals that explain well in advance when the day is and why. She questioned the March Break starting on the Friday.

Mr. Stockwell said the week of March 11 is the March Break and is so designated by the Ministry. Each year there is an excess of the required number of teaching days and usually a day is used in conjunction with Labour Day. The Committee debated placement of the additional day this year and it was determined it would be 1991 03 08.

The motion was put to a vote and was Carried.

Sketch Plan Approval for New School - Block 72

Moved by Mrs. Clarke:

That the Superintendent of Plant be authorized to proceed with the design, tendering and permit application for the new school to be located in Block 72 in accordance with the concept plans presented on 1990 04 10.

Trustees Clarke and Hicks were pleased with the plans as presented and commented on the financial viability of basing the plans on the new Lincoln Alexander School building.

The motion was put to a vote and was Carried.

Sketch Plan Approval for New School - Block 87

Moved by Miss Detwiler:

That the Superintendent of Plant be authorized to proceed with the design, tendering and permit application for the new school to be located in Block 87 in accordance with the concept plans presented on 1990 04 10. Carried.

Approval of Sketch Plans -
James MacDonald School
Addition

Moved by Canon Rogers:

That the Superintendent of Plant be authorized to have the Architect proceed with working drawings for the James MacDonald School Addition.

It was confirmed for Mr. Hicks that washrooms will be accessible to the community outside school hours. However, there is no designation for locker/storage space for the use of the community outside school hours.

Mrs. Clarke requested that discussions occur between our Board and the supervisor(s) of the summer community recreation activities to avoid potential problems.

The motion was put to a vote and was Carried.

Award of Contract for
Asbestos Removal Work - Sir
Winston Churchill Secondary

Mr. Orlando reported that in February, the Plant Department tendered the project for the removal of asbestos from the auditorium in Sir Winston Churchill Secondary School.

Moved by Dr. Johnston:

That funds be provided in the amount of \$640,200 for the asbestos removal in the auditorium at Sir Winston Churchill Secondary School and that a contract be awarded to Biggs and Narciso Construction Services, Inc., in the amount of \$577,800.

Mr. Mulholland asked numerous questions and indicated he was concerned with the difference between the low bid, which is being recommended for acceptance, and the highest bid. Mr. Mulholland also stated his objection to additional consulting fees of \$12,000 feeling that the Board's Asbestos Abatement Crew could be used for that task.

Mr. Orlando replied that it is hoped the use of the consultants will help avoid a repeat of the recent situation at Albion. He added that the in-house people do not have sufficient time to spend on this project on an ongoing basis nor the use of rather sophisticated equipment. It is felt that outside expertise is needed in order to handle a project of this size.

Mr. Orlando further explained that while it is expected all of the \$577,800 will be spent, the total cost for the project may not be as high as the \$640,200 as listed in the report. He added that if expenses were going to be in excess of this amount, the officials would come back to the Board.

Mr. Mulholland expressed his concern that this company had underbid on the project and that overruns would result. He could, however, support the recommendation if there was a some assurance that the auditorium would be in the same condition after the removal of asbestos as before.

Mr. Orlando stated that was something he could not guarantee. This represents the best estimate of what the total project is going to cost at this point in time. Staff have analyzed the bids and feel this is a fair price. While there is no reason to believe that costs will exceed what has been stated, that cannot be guaranteed.

Mr. Kennedy understood Mr. Mulholland's frustration as it seems public institutions always have tremendous overruns on projects awarded to various companies.

Mr. Hicks had concerns as well with the difference between the high and low bids and questioned why there would be overruns if the work area has been identified.

Mr. Orlando reiterated that they fully expect the total cost will be as stated; however, there are circumstances that can arise and involve work not included in original contract.

Mr. Hicks stated he would be watching this project carefully and if this quote is low on the actual removal of the asbestos, he will be concerned. He noted that officials' answers on repairs, renovations and construction, are clear and specific; asbestos, however, seems to raise more questions and have more potential overruns.

Trustees Detwiler and Korz supported Mr. Orlando and his concern in not wanting to be "backed into a corner".

Mr. Desmarais supported ensuring this company lives up to the terms of the contract; Canon Rogers saw a risk inherent in the project which makes it difficult to state exactly what it will cost to remove the asbestos.

Mr. Orlando clarified this contract is for the removal of asbestos on the ceiling of the auditorium and in the immediate area around the auditorium in Sir Winston Churchill Secondary School. There is no inclusion for the removal of asbestos in other locations in the building.

Mr. Orlando agreed with Mr. Mulholland that this project has much less chance of running into something unexpected due to the fixed scope of the work and the contract has been very specific about what work is to be done. He would be surprised to come back with anything beyond 10%.

Mr. Hicks agreed that people must know when they deal with this Board there will be no overruns relating to the language of the contract.

Mr. Mulholland asked when the project is to be finished - will the graduation be able to be held there?

Mr. Orlando reported the completion date is August 15th, provided approval is granted at this round of meetings and work is started as soon as possible.

Miss Cunningham asked if the Board keeps a hold back to make sure the work is done and if extra costs arise, who determines they are extra.

Mr. Orlando said a hold back of 15% is normal. Extra costs arising up to 10% would be cleared through the architect and himself. Costs beyond those indicated in the report approved by the Board would come back to the Board.

Miss Cunningham stressed the discussion tonight has been on the process we have been using and the feeling it is time to make contractors responsible for the contracts they negotiate with this Board.

The motion was put to a vote and was Carried.

Tenders - G. L. Armstrong School Renovations

Moved by Mr. Korz:

That funds be provided in the amount of \$344,500 for the G. L. Armstrong School renovations and that a contract be awarded to T. R. Hinan Construction Ltd. in the amount of \$236,500 (including the provision of lockers) and that the project be funded from Capital Reserves.

Mr. Shewfelt explained the rationale for funding from Capital Reserves.

In response to Mr. Mulholland, Mr. Orlando explained that the costs related to the supply and installation of heating controls have been separated in the report as it will be done by Board staff.

Mr. Shewfelt further explained that the Board staff, under Mr. Orlando, is asked to account for their time which is in turn charged to the various projects and salaries and wages are credited there in order to keep accurate records. He added that this is the same accounting principle used in industry.

The motion was put to a vote and was Carried.

Traffic Safety Around Schools

Mrs. Bishop said she requested this item be placed on the agenda as it has been a topic of discussion over the years at this table. One complaint has been about delivery trucks driving onto school property when children arrive and depart. She requested that officials take appropriate action in providing a proper plan for delivery trucks.

In addition, the Transportation and Engineering Committee of the City is examining traffic concerns around schools. As there is new interest by the City and long-standing concern and some frustration with Home and School and Principals in this area, she was presenting the following motion:

Moved by Mrs. Bishop:

In the expectation that the City of Hamilton, when planning traffic flow around schools, always places as it first consideration the safety to children over any other priority; the Hamilton Board of Education requests that the traffic safety needs around each school be examined and appropriate action, be it crossing guards, crossings, four way stop signs, curtailment of traffic flow or other measures, be taken where necessary.

Mr. Korz shared Mrs. Bishop's concern for safety around schools but believed people at City Hall and people in our Board can be reached to deal with problems as they arise. Taking exception to the insinuation that City officials or Board officials would put the safety of children anywhere but in the first priority, he said he would not support the motion.

Mr. Kennedy agreed that this would be interpreted as an insult if presented to City Hall.

Mrs. Clarke said this is an important issue and pointed out that there is a staff member who sits on the Transportation and Environment, with Trustee Hill as the alternative. She assured trustees that the Board keeps the communication lines open with City Hall.

Mrs. Hill sympathized with Mrs. Bishop. As a member of the Home and School Association, she has been extremely frustrated at times in attempting to rectify safety concerns. She thought perhaps the Board should make it clear that Sue Wilson, the Transportation Supervisor, is available to help in liaising with City Hall.

Mrs. Clarke said it was unfortunate that Home & School was not aware of this as these committees are established publicly.

Mrs. Bishop emphasized she was not asking for a policy but was wanting to make a motherhood statement to City Hall that this Board would expect that safety concerns around our schools are important and that in any planning these things will be taken into consideration. It has not always been a feeling of some parent groups that safety has been of primary concern.

Miss Detwiler saw nothing wrong with the motion but stated that over the years she has looked after the problems around safety as they occur and usually it is resolved to the best of everyone's ability.

Dr. Johnston did not object to the motion and saw an importance in reiterating an existing stand. He cited the terrible traffic problems currently in Ward 2 and said that anything we can do or say to the City that we are concerned too would only underline what is on our minds.

After the motion was read again, Mr. Korz pointed out the motion did not underline what already exists. The City is being asked to go ahead with study.

Dr. Johnston said he believed that the Transportation and Environment Committee is doing these things as a continual process. This motion is saying that, in light of our concern, we would like the City to look at that which is within its mandate.

Mr. Hicks had problems with the motion in light of the co-operation he has received from the City and Police Department in the past. He said if the intent of the motion is to reinforce the great effort that the City officials and Police are doing, then he would vote in favour; however, he did not feel the wording of the motion conveyed that and he would not support it.

Mr. Penner was also uncomfortable with the motion because it could be easily misinterpreted. Both he and Mr. Allen favoured an informal meeting where any concerns could be discussed verbally.

Mrs. Bishop said she wished to withdraw the motion and submit another.

Miss Cunningham felt a motion had been made and debated extensively and objected to it being re-worded if the intent was the same.

Mrs. Bishop felt another motion could contain "safer wording": The Hamilton Board of Education supports any measures which would increase safety while the City is undergoing a study of specific safety concerns.

Miss Cunningham said that she preferred to deal with the first motion and noted that the officials will make sure concerns will be expressed appropriately at City Hall.

Mrs. Bishop then withdrew her motion.

School Closures During Bad Weather

Mrs. Bishop, having requested this item be placed on the agenda, spoke to the many changes over the past ten years that impact on the decision-making relative to closing schools during bad weather. In particular, she cited the presence of lunch room programs in every school, system decentralization and the possible differences in climate across the city at any given time.

Since the Home & School Association has written letters expressing concerns, Mrs. Bishop felt it may be an appropriate time to review the current policy and perhaps decentralize the decision making itself. She requested a small report be brought back to this committee by the officials at a convenient time.

Mr. Korz suggested tabling this until the Committee has a lighter agenda. He was in full support of discussing this but it needs more time for discussion.

Mrs. Bishop said she was asking for the officials to respond to the points she has raised.

Mr. Stockwell responded that officials have just finished re-writing the school closure policy in these last few weeks. Many factors have been taken in to consideration such as the number of lunch room programs. He pointed out the difficulty projecting what may happen when a storm moves in. They gather information from as many sources as possible in order to make the best informed decision under the circumstances. In all school closures, the Board is at odds with half of the people regardless of the decision. He emphasized the decision is not taken lightly and safety is of utmost concern. He offered to review the Operating Procedure with the trustees if they wished. However, he added that there would be real concerns with the suggestion that the decision-making be decentralized in some way as Hamilton is geographically a compact area where communication is good. Regardless of the policy, the decision comes down to a judgement call on the part of somebody. The Board has a responsibility to parents to try to operate schools if circumstances warrant.

Mr. Kennedy objected to telling the senior officials, who have struggled with this issue for years, to find a solution.

Mr. Allen understood the concern Mrs. Bishop raised and noted the confusion that results when students are sent to school and expected to stay through and then the schools are closed at noon hour. He welcomed Mr. Stockwell's offer to circulate the revised policy to all trustees. If there are further concerns, a report could come back to this Committee.

Mr. Stockwell confirmed that part of the policy, and something that is stressed to the schools to include in their newsletters, is that it is the prerogative of the parent to keep a child at home if the weather is felt to be too inclement.

Mrs. Hill asked if staff is expected to come to work and Mr. Rielly replied yes.

Accommodation of Archives

Mr. Stockwell reported that the Chairman of the Archives Committee, Fred Neumann, made a report to the Accommodation Committee and that several possible locations for the Archives have been identified. Mr. Binns, as Chairman of the Accommodation Committee, has been looking at two possibilities. Mr. Stockwell was optimistic that a suitable location will be recommended as part of the Accommodation Report.

ELEMENTARY/SECONDARYBusiness Arising from the Minutes:Vincent Massey - Relocation
of the Program - Update

Miss Gillie reviewed the report on the relocation of the Vincent Massey Program to Sir Winston Churchill Secondary School as the main site.

Mr. Mulholland referred to the staff at Sir Winston Churchill as being totally supportive of this program as a senior trainable retarded program has been there for several years. However, the staff has concerns about an overpopulation of trainable retarded students and the impact this will have on the integration process.

Miss Gillie said that 25 students would be left in the Vincent Massey program following graduation in June. Possibly not all would go to the Sir Winston Churchill site and that, with some advice from the Special Education Department, some students may be more appropriately placed in other sites. Miss Gillie estimated that 22 students would be enrolled in Churchill.

Mr. Mulholland noted this would increase the trainable retarded population by 12 and again highlighted the concern around integration and the availability of classrooms.

Miss Gillie responded that administration was well aware of the concerns of the Sir Winston Churchill staff and that some redeployment of students across the system has occurred. She pointed out that the number could lessen further as a result of the Annual Review in the Spring.

Miss Gillie was not sure about the number of graduates expected from Viscount Montgomery trainable retarded program that could be enrolled in Sir Winston Churchill. She offered to find out the number.

Mr. Korz expressed his disappointment that Vincent Massey School is being closed but offered his thanks for the hard work to Miss Gillie, Miss McLaren and Mr. Bjegovich, the Principal and Vice-Principal respectively of Vincent Massey School, as well as the staff who have co-operated to accommodate this move.

Moved by Mr. Korz:

That the following recommendations relative to the Relocation of the Vincent Massey School Program be approved:

(a) That the Vincent Massey Community be informed of the location of Sir Winston Churchill as the main site for the relocation of the Vincent Massey Program.

(b) That the Update Report for the Relocation of the Vincent Massey Program be approved.

Miss Detwiler referred to the 14 students for whom integration will be more of a social nature due to their low functioning.

Miss Gillie agreed and thought there were many other activities in Sir Winston Churchill that will provide new integration opportunities for this particular population as well as bringing a new focus to the Peer Helper Program.

The motion was put to a vote and was Carried.

New Business

Moved by Mr. Stewart:

That the Operations Management Committee continue to meet past 23:00 hours. Carried.

Recommendations of the Director

Moved by Mrs. Clarke:

That the Recommendations of the Director be approved as presented.

Mr. Allen referred to Clauses (d) and (e) and the similar recommendations under General which the Committee had defeated earlier.

Mrs. Clarke said she supported both grant applications as work that needed to be done and noted that the costs were not as high as it involved employing high school students.

Moved by Mr. Korz:

That Clauses (d) and (e) be tabled. Lost.

Mr. Korz requested that Clauses (d) and (e) be voted on separately.

The motion on the Recommendations of the Director, excluding Clauses (d) and (e), was put to a vote and was Carried.

Clauses (d) and (e) were put to a vote and were Lost.

The meeting then adjourned.

READ AND CONFIRMED

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Chairman

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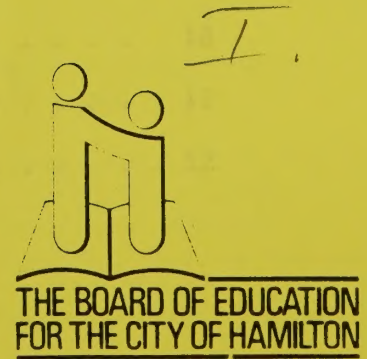
URBAN/MUNICIPAL

MAY, 1990

Minutes

URBAN MUNICIPAL
MAY 18 1990
GOVERNMENT DOCUMENTS

OPERATIONS MANAGEMENT COMMITTEE



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OPERATIONS MANAGEMENT COMMITTEE

1990 05 08

GENERAL

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REPORT

EDUCATIONAL RESEARCH BOARD

1961-62

1961

REPORT OF THE BOARD

1. The Board has the pleasure to report on its activities during the year 1961-62.
2. The Board has been very busy in carrying out its duties.
3. The Board has been very busy in carrying out its duties.

MEMBERS

1. Mr. J. H. ...
2. Mr. J. H. ...
3. Mr. J. H. ...
4. Mr. J. H. ...
5. Mr. J. H. ...
6. Mr. J. H. ...
7. Mr. J. H. ...
8. Mr. J. H. ...
9. Mr. J. H. ...
10. Mr. J. H. ...

RECOMMENDATIONS

RECOMMENDATIONS OF THE BOARD

1. The Board recommends that the following measures should be taken:
2. The Board recommends that the following measures should be taken:

RECOMMENDATIONS

1. The Board recommends that the following measures should be taken:
2. The Board recommends that the following measures should be taken:
3. The Board recommends that the following measures should be taken:

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 05 08

Present: M. Cunningham (Chairman); Trustees Baskin, Desmarais, Lowe, Penner, Rogers and Clarke.

Not

Present: Trustee Korz.

Also

Present: Trustees Bishop, Deans, Detwiler, Hill, Kennedy, Mulholland, Paquin, and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
R. Orlando, Superintendent of Plant
P. Beveridge, Superintendent of Curriculum, Special and Educational Services
P. Shewfelt, Superintendent of Finance and Treasurer
N. Nicholls, Superintendent of Schools - Area 2
P. Gillie, Superintendent of Schools - Area 4
D. Rothwell, Superintendent of Schools - Area 5
J. Yurkiw, Assistant Superintendent of Special Services
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes.

Moved by Mrs. Lowe:

That the minutes of the 1990 04 10 meeting be approved as presented.

CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Response from the Officials Mr. Rothwell reviewed the report and recommendations regarding
re Presentation by Parents of the Holbrook Elementary students housed in Sir Allan MacNab
Holbrook (S.A.M.) (Sir Allan Secondary School.
MacNab)

Moved by Mrs. Clarke:

That the following recommendations from the Officials' Response re Presentation by Parents of Holbrook (S.A.M.) (Sir Allan MacNab) be approved:

- a) That the present Grade 3 students at Holbrook (S.A.M.) remain as part of a Grade 3-4 class organization for the 1990-91 school year,
- b) That the June, 1991 Junior Kindergarten to Grade 4 program at Holbrook (S.A.M.) be transferred to Mountview School effective September, 1991,
- c) That Transportation be provided for Block 62 children who move to Mountview School in September, 1991.

Mrs. Clarke recalled the concern that was evident at the time these elementary students were housed within a secondary school and the success that resulted from the efforts of all concerned. She expressed appreciation for the co-operation and objectivity of the parents and thanked the staff involved and in particular Principal Flegg for establishing a liaison with these families.

Mr. Rothwell assured Mrs. Deans he had received no negative feedback from the parents about the direction of his report and the recommendations contained therein.

The motion was put to a vote and was CARRIED.

Miss Cunningham thanked the parents for their attendance at this meeting.

Asbestos in our Buildings: Update

Mr. Orlando advised that all the school inventories and reports are complete and have been distributed to the schools, with the exception of Albion School. This inventory will be conducted in-house while the others were completed by the consultant. The results of these inventories will be assessed and any changes to the five year program will be identified. Mr. Orlando stated that of the identified major projects, a contract has been awarded for Sir Winston Churchill; the Sir John A. Macdonald and Cardinal Heights projects are in the design stage and will be tendered later this month.

Mr. Shewfelt cited a recent newspaper article reporting an allocation grant of \$10,248,000 had been awarded to our Board, of which \$5,863,000 million is allocated for asbestos; however, this information has not yet been confirmed in writing. This \$5.8 million allocation is to address our asbestos needs for the years 1991 to 1994 as submitted to the Ministry in our Capital Expenditure Forecast and would be received at our grant rate of 65% level of support. In conversation with officials with the Ministry, Mr. Shewfelt indicated this funding was a result of the quiet, dignified negotiations through the Director's office and emphasized this Board was the only Board to receive significant support for asbestos problems.

Mr. Shewfelt went on to explain the figures outlined in the CEF (1991 - \$1,713,000, 1992 and 1993 - \$1,550,000 and 1994 - \$1,050,000) were recognized in full for allocation purposes.

When Mrs. Deans asked for a total cost for asbestos, Mr. Orlando replied they are in the process of analyzing the inventories and he expects to make a report at the June meeting.

Mrs. Deans and Mrs. Clarke expressed their pleasure with this announcement. Mrs. Clarke acknowledged the contribution of the Director's office and Finance Department in securing this funding. She also noted the efforts of trustees through O.P.E.N. in this direction.

Moved by Mrs. Clarke:

That the Board write to local Members of the Provincial Parliament thanking them for possible assistance they gave in this Board receiving some success on the issue of financing for asbestos.

Mrs. Baskin referred to an editorial from the Science magazine which calls asbestos removal a costly fiasco when it is safer to leave it in place. She appreciated the efforts of management in securing asbestos funding.

Moved in amendment by Mrs. Baskin:

That the Science Magazine editorial entitled "The Asbestos Removal Fiasco" be appended to the letters to the Members of the Provincial Parliament and also sent to unions and parents.

She asked that it be circulated to all trustees and officials. With all the conflicting information regarding asbestos, Mrs. Baskin referred to Dr. Michael Newhouse of the Firestone Chest and Allergy Clinic at St. Joseph's Hospital as an authority.

Trustees R. Stewart, Kennedy and Mulholland opposed the amendment. Mr. Mulholland pointed out that it has always been this Board's policy to only remove asbestos where it is necessary such as involved with a roof leak or restructuring at Albion or Sir Winston Churchill Schools. He stressed the intent of the amendment was to embarrass the unions about the large asbestos expenditures.

Mrs. Deans asked that this editorial be sent separately rather than with the thank you letter. She maintained this Board made repairs as directed by the Ministry of Labour, not because of pressure by the unions.

Mrs. Baskin reminded trustees of the prestige of this magazine and stated she would send copies of the article herself.

The amendment was then put to a vote and was LOST.

The motion was put to a vote and was CARRIED.

Miss Detwiler then asked for clarification of the money this Board will actually receive for asbestos under our grant rate and Mr. Shewfelt responded approximately \$4 million.

Mr. Stewart then referred to the inventory of schools and asked if there would be a master document made available to trustees. Mrs. Deans further suggested that such a document be located in each area office.

Mr. Orlando replied that each school has a copy of its inventory which is available to staff, trustees or the public through the principal. In reference to a master document, he advised all this information was available in his office, but to produce such a master document for distribution would be a mammoth undertaking.

Responding to Mrs. Deans question about how each school would be dealt with, Mr. Orlando referred to the long range program that was presented to trustees last December which addresses high priority items identified to that point in time. With respect to information made available through the inventories since that time, this information is under analysis and would be incorporated into the five year plan and brought to trustees in June. He emphasized that no other major problems have been identified through the inventory of schools.

Mr. Kennedy saw no need for a master document as suggested. He did ask if blueprints from school construction show any indication about the location of asbestos and if that

information could be correlated with the inventory report. Mr. Orlando stated that there are some instances of asbestos being identified when it was used in large quantities; however, the majority of the plans or information on record do not indicate the location of asbestos. Asbestos was used mainly as insulation for plumbing and often was concealed behind walls. He assured Mr. Kennedy that a review of construction documentation had been done as part of the process.

Mr. Mulholland asked if Albion School was clean of asbestos.

Mr. Orlando stated all the asbestos clean-up work as identified by the Ministry of Labour is complete; asbestos may still be contained in the building within walls or concealed areas.

When Mr. Mulholland questioned why it was necessary to do an inventory for asbestos at Albion if this work was completed, Mr. Orlando clarified that an inventory at this time would identify any other potential areas in the building where asbestos may be located.

Mr. Desmarais asked what would be done about the \$21 cost of asbestos on the education tax levy and Mr. Shewfelt stated the \$4 million would have no impact on this tax bill as funds do not commence until the year 1991.

Miss Cunningham referred to the Capital Expenditure Forecast and asked if the allocation for asbestos covered the total amount shown in the CEF for that four year period.

Mr. Shewfelt responded that the dollar amounts would be covered by the allocation as filed in the CEF, \$5.8 million, but that over that four year period we would receive approximately \$4 million in grants.

Miss Cunningham then asked trustees to indicate if they wished to receive a copy of the Science Magazine article provided by Mrs. Baskin.

It was agreed:

That the verbal update on Asbestos in our Buildings and Asbestos Grant Information be received for information.

NEW BUSINESS:

Recommendations of the Director of Education

Moved by Canon Rogers:

That the following recommendation of the Director of Education be approved:

a) That the names of those texts, as distributed, be approved for use in the schools and be added to the lists of texts previously approved by the Board of Education for the City of Hamilton.

Mr. Stewart questioned several textbook figures with excessive amounts and Mr. Beveridge stated he would verify whether these amounts were correct. He suggested those amounts might be for language kits.

The motion was then put to a vote and was CARRIED.

Short Term Investments

Mr. Newman (Accounting Analyst) reviewed the quarterly report for Short Term Investments for the period January 1 to March 31, 1990.

Moved by Canon Rogers:

That the Short Term Investments Report as of March 31, 1990 be received for information.

CARRIED.

Cash Flow

Mr. Newman reviewed the quarterly Cash Flow report.

Mrs. Clarke stated her appreciation for the completeness of the report and the opportunity to peruse it prior to the meeting.

Moved by Miss Detwiler:

That the Cash Flow report as of March 31, 1990, be received for information.

Mr. Desmarais sought an explanation on the large sum indicated under miscellaneous and Mr. Newman responded that this amount is comprised of a number of items of which tuition fees received from other Boards total \$3.3 million.

At Mr. Stewart's request Mr. Newman explained the Municipal Tax Levy as shown on page 19.

The motion was put to a vote and was CARRIED.

Tuition Fee Schedule (non-resident)

Mr. Paterson (Senior Accounting Analyst) reviewed the Tuition Fee Schedule.

In response to questions about the numbers of non-residents of Ontario attending our schools, it was explained that as of December 31, 1989 there were none in our system. However there are students from Europe on a Rotary exchange within this Board who are here under a reciprocal arrangement and therefore not charged fees. A typical scenario of a non-resident of Ontario attending our schools would be a student playing for the Hamilton Dukes hockey team who is billeted with a family through the school he attends.

At Mrs. Hill's request, Mr. Paterson related the 1989-90 fees.

Canon Rogers then asked for the number of residents of Ontario within our schools and was advised there were 89 in the Elementary Panel and 19 in the Secondary Panel as of December 31st, 1989.

Moved by Canon Rogers:

That the Cash Tuition Fee Schedule for the 1990-1991 school year be approved.

Mr. Kennedy expressed his confusion regarding the number of parents of elementary students paying tuition fees, and Mr.

Shewfelt clarified that many are children in our French Immersion and Junior Kindergarten programs.

When Mrs. Bishop questioned the difference between the fees charged and the cost to educate students, Mr. Shewfelt advised that these calculations are laid down by the Ministry. This fee is to recover the share of local property taxes that we do not receive.

In answer to Mrs. Bishop's further question if money is lost by having students from another Board attending our schools, Mr. Shewfelt responded there was no clearly identifiable cost for these students in our system.

Mrs. Bishop then asked for an explanation of the "Note" regarding Special Education classes.

Mr. Paterson responded that any Special Education non resident student in our system would be covered by their home Board. Mrs. Bishop requested a schedule of the fees paid by these other Boards.

Citing the cost of the French Immersion program, Mr. Kennedy queried why non-residents were being admitted to this program.

Mr. Stockwell explained that Board practice is to put such students on a waiting list and accommodate them after our own students. No additional classes are created for these students and only available spaces within existing classes are used. Mr. Stockwell added that Ms. Rappolt will be presenting a report regarding French Immersion to the Board this Fall which would contain information relating to the cost of the program.

Mr. Kennedy suggested that the French Immersion program be restricted to students of Hamilton taxpayers, and Mr. Stewart agreed, unless there was a definite rider about admitting Hamilton residents first.

Mr. Stockwell reiterated that this is already the policy of the Board. He noted that where space is available within a class and the Board receives a non-resident fee, it would offset the fixed costs of the class.

Canon Rogers and Mrs. Bishop corroborated the benefit of the additional revenue to this Board, but Mr. Kennedy did not accept that in view of the recent increase in the educational tax levy.

The motion was then put to a vote and was CARRIED.

Student Building Trades Trust Fund

Mr. Rutledge reviewed the report and recommendations.

Moved by Mrs. Deans:

That the following recommendations regarding the Student Building Trades Trust Fund be approved:

a) That for 1990 a cheque be issued in the amount of \$800 to the Hamilton and District Home Builder's Association for awards to winners of its 23rd Annual Student Design Contest, and

b) That for 1990 a cheque be issued in the amount of \$800 to The Board of Education for the City of Hamilton for awards to students in subject areas related to construction.

CARRIED.

Ontario School Board
Insurance Exchange update
on coverage

Mr. Kelterborn presented the report and reviewed the proposed amendments.

Moved by Mrs. Lowe:

That the following recommendations regarding the Ontario School Board Insurance Exchange be approved:

a) That the Board of Education for the City of Hamilton agrees to the amendments creating a Reciprocal Insurance Exchange Agreement for School Boards in the Province of Ontario amended as of February 23, 1990,

b) That a report on the Underwriting Group II for Property, Boiler and Machinery and Fidelity Insurance be presented at a later date when comparative details are available.

CARRIED.

Tenders - A. M. Cunningham
School

Mr. Orlando recommended that the tender of Falla Construction be accepted and application for final approval be made to the Ontario Municipal Board.

Moved by Mr. Mulholland:

That the following recommendations regarding Tenders for an Addition to A. M. Cunningham School be approved:

a) That funds be provided in the amount of seven hundred and ninety thousand, one hundred and twenty dollars (\$790,120.00) for this project and that a contract be awarded to Falla Construction Limited for the construction of the "Addition to A. M. Cunningham Elementary School" in the amount of six hundred and thirty-nine thousand, two hundred and forty dollars (\$639,240.00).

b) THAT PURSUANT to the provisions of Part VIII, Section 208, subsection 1, of the Education Act, the Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of seven hundred and ninety-one thousand dollars (\$791,000.00) for the "Addition to A. M. Cunningham Elementary School" on Wexford Avenue South in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment term not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

c) That other costs, including furniture and equipment, not mentioned herein be financed from Capital Reserves of the Board of Education for the City of Hamilton.

CARRIED.

Report of the Special
Education Advisory Committee

Mrs. Bishop requested that the three recommendations in the Report of the Special Education Committee be dealt with separately.

Moved by Mrs. Bishop:

a) That the Special Education Seventh Annual Review be endorsed and approval be requested for submission to the Ministry.

Mr. Yurkiw stated the report is an annual document required by the Ministry and outlines initiatives over the past year and provides an update of resources for Special Education services.

Miss Detwiler questioned the wording of the motion, however, Mrs. Bishop assured her that this report contains only minor changes to last year's report in regard to the direction of Special Education Services within this Board. Further, Mrs. Bishop was pleased to advise of the unanimous approval of this report by the Special Education Advisory Committee.

Recommendation a) was put to a vote and CARRIED.

Mrs. Bishop advised that this year the Ministry has requested that a copy of SEAC recommendations with respect to the Annual Review be included with the submission of the Review. This report reflects enormous support for the Board's Special Education plan, i.e. spectrum of services, S.E.R.T. program, and range of programs in both the primary and secondary levels. Also, it emphasizes how much this range of services is appreciated so that students can be dealt with according to their needs.

She emphasized these recommendations are supportive of initiatives already underway in the Special Education department and briefly reviewed the committee recommendations.

Moved by Mrs. Bishop:

b) That the report entitled "Recommendations of the Special Education Advisory Committee on the Annual Review of Special Education" be accepted.

Miss Detwiler was not being critical of the content of the report but was worried it was a commitment to increased costs such as staffing, time frames, etc. In view of the recent budget she was going to be extremely careful about cost implications and referred to the request for a transportation review and placement of students within their neighbourhood school which entails costs.

Mrs. Hill questioned whether the term "accepted" in the motion meant to accept the report for information or adopt it as our philosophy and policy.

Mrs. Bishop assumed that the report would be referred to the officials for comment. In reference to neighbourhood schools, she pointed out that moving from an expensive self-contained class into neighbourhood schools could be cost effective. She stated the Special Education Advisory Committee does not expect

all schools or buildings to be made accessible, but wherever possible, the neighbourhood school be considered. In emphasizing that these recommendations had been requested by the Ministry, Mrs. Bishop suggested that the recommendations be forwarded with the Annual Review and that a report be requested back from the officials.

Mrs. Clarke voiced the concern that no one is aware of the impact of these recommendations; however she understood that the recommendations were going to the Ministry and if there is a need to change the way we operate, it would be discussed by the appropriate Standing Committee.

Mrs. Bishop saw no need for immediate implementation of any of these recommendations, but viewed them as a reflection of the future direction of Special Education. Again she encouraged the report be forwarded with the Review, with the understanding they would not have Board approval.

Mr. Rielly agreed that if the recommendations were referred to the officials for a Report, they could comment on them. As far as forwarding the report to the Ministry, it could be stated that these are SEAC recommendations and have been referred to the officials for study. Mrs. Bishop agreed.

Mr. Kennedy expressed reluctance to support this recommendation in view of the potential costs involved and the recent budget review process. He thought SEAC should practice more fiscal responsibility.

Moved in amendment by Mrs. Lowe:

That the report entitled "Recommendations of the Special Education Advisory Committee on the Annual Review of Special Education" be referred to the officials for consideration.

Mrs. Lowe thought it was necessary to have a clear indication of the cost, practicality and availability of facilities arising out of this report.

Mrs. Baskin was surprised at Mr. Kennedy's objection to the report in view of his membership on the Committee and Mrs. Bishop's statement of the unanimous approval of the committee. She emphasized the community knowledge represented by the SEAC membership and their dedication especially as they are not compensated. Regarding the recommendations, Mrs. Baskin understood they were being submitted for the Ministry to consider and there was no obligation for the Board to endorse the report. She did suggest that the word "accepted" be changed to read "approved as requested by the Ministry."

Mr. Yurkiw advised Mrs. Baskin the Ministry due date is May 15th.

Miss Cunningham understood it was Mr. Rielly's intention to forward this report and the Annual Review to the Ministry with a paragraph indicating it was not receiving approval by the Board but has been referred to the officials.

Mr. Rielly related his scenario of this situation in which the report would be referred to the officials for consideration over the next three to five years. Any recommendation that is to be acted upon which would be translated into more staff or inservice, it would then be the responsibility of the officials to make the request to the Board. He would feel more comfortable that a statement be included with the Annual Review that this report and recommendations are from the Special Education Advisory Committee as requested by the Ministry, and have been referred to the officials for consideration.

Mrs. Hill accepted this direction and asked if Mr. Rielly would be writing such a letter.

Mr. Rielly responded that such a paragraph would be included within the body of the report and clearly noted. As an example, he referred to the transportation recommendation. Since an internal review committee has almost completed its work in this area, a SEAC member would not be able to sit on the committee, however, the review committee would be informed of the recommendation of SEAC.

Mr. Desmarais emphasized that the intent of these recommendations was to be incorporated into the Annual Review, but not be approved as recommendations to the Board.

Miss Cunningham appreciated Mr. Desmarais' clarification and detailed her understanding that the report would be incorporated into the Annual Review with a qualifying paragraph about the referral to officials for consideration, with no time limit, and that the report had not been accepted by the Board at this time.

Mrs. Bishop expressed her acceptance of the Director's interpretation and direction for this report. She reiterated the Ministry's request for SEAC involvement in the Annual Review and decided this year's method of input must be evaluated by the members. She then pointed out that SEAC is an advisory committee with no mandate for fiscal responsibility, and as such, makes recommendations to the Operations Management Committee who do have fiscal responsibility. She emphasized that all the recommendations made by the Committee are in concert with the direction of the Special Education Department.

When Mr. Kennedy questioned the change in procedure, Miss Cunningham stated that this would appear to be a change initiated by the Ministry rather than by SEAC.

Miss Detwiler suggested the report be entitled "Vision" of Special Education as she was concerned about the ramifications in approving it. She was supportive, however, of the referral to the Officials for consideration.

Miss Cunningham advised members that the amendment would result in Recommendation b) reading as follows:

b) That the report entitled "Recommendations of the Special Education Advisory Committee on the Annual Review of Special Education" be referred to the officials for consideration.

The motion as amended was put to a vote and was CARRIED.

Moved by Mrs. Bishop:

c) That the Board recommend that the Ministry of Education cease use of the terms Educable Mentally Retarded (E.M.R.) and Trainable Retarded (T.R.) and use the term "Developmentally Disabled".

Mrs. Bishop and Mr. Yurkiw explained that the Ministry has been reviewing categories or labelling of students in an attempt to have common terminology both within the community and Ministry. The consensus of the Special Education Advisory Committee was that the term Developmentally Disabled was the more accurate term and hence, this recommendation to the Ministry. Once the terminology has been accepted by the Ministry it would be incorporated into our system.

Recommendation c) was put to a vote and was CARRIED.

Burglary/Vandalism and Glass Report

Mrs. Deans asked about the next presentation of the Fire, Theft and Vandalism Report and requested that the impact of youth gangs in our city be reflected in that report.

Mr. Shewfelt advised that a report was brought last September and it is anticipated the next report would be in July or September of this year.

Weed Spraying Program

Miss Detwiler asked for information regarding the weed spraying program as a result of a call she received about dandelions on school property.

Mr. Orlando advised weed spraying was underway and he would discuss the complaint with Miss Detwiler.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Junior Kindergarten and Senior Kindergarten - Arrival and Departure Time

Miss Detwiler expressed her gratitude for the report and recalled the incident that triggered her request. One concern about parents being denied access to the school lobby during inclement weather was solved with the arrival of a new principal. However, the problem of supervision of the students between dismissal time and the time to board the bus remains. She would be pleased to have a further system-wide report as recommended in the report in view of the 1982 date of the Operating Procedure.

Miss Gillie emphasized that it was obvious the solution was not simply an extension of JK and SK hours as that impacted on current Collective Agreements and bussing schedules. Information Management Systems has conducted a survey in the schools and is in the process of tabulating information. Miss Gillie does not anticipate returning with the survey results or recommendations prior to the Fall.

Miss Detwiler agreed there would be no easy solution and would wait for the report later this year.

Moved by Miss Detwiler:

That Senior Management review the survey results before determining long term solutions regarding arrival and departure time of Junior Kindergarten and Senior Kindergarten Classes.

Mrs. Bishop supported Miss Detwiler's comments about monitoring students until the bus arrives and agreed responsibility for supervision of these students must be determined.

As the current Operating Procedures do not contain a policy for children outside the school boundaries who attend Day Care Centres, Mrs. Bishop hoped that a policy would also be developed around these children and the impact that has on parents within the school community.

The motion was put to a vote and was CARRIED.

NEW BUSINESS:

Recommendations of the
Director of Education

Moved by Mrs. Baskin:

That the recommendations of the Director of Education be approved as presented.

CARRIED.

Naming of New School in
Block 87

Moved by Mrs. Bishop:

That an ad hoc Name Search Committee made up of five trustees be established to study the naming of the new elementary school in Block 87 and that the report be presented to the Operations Management Committee.

CARRIED.

Naming of New School in
Block 72

Moved by Canon Rogers:

That an ad hoc Name Search Committee made up of five trustees be established to study the naming of the new elementary school in Block 72 and that the report be presented to the Operations Management Committee.

Mr. Shewfelt referred to his earlier conversation relative to the \$10,248,000 allocation received by this Board, of which \$5.8 million was for asbestos. Based on our Capital Expenditure Forecast, the Ministry has advised us of an allocation of \$4,095,000 for the construction of the Block 72 school which would be applied at the new grant rate of about 50%. In addition, a day care facility is scheduled for this school and was estimated in the CEF to be \$300,000, of which we are to receive an allocation and grant in the amount of \$290,000. He advised the reduced grant rate was relative to new projects and the implementation of lot levies.

CARRIED.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

CA40N HBL W26

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URBAN/MUNICIPAL

JUNE, 1990

OPERATIONS

URBAN MUNICIPAL

JUN 20 1990

GOVERNMENT DOCUMENTS

MANAGEMENT

COMMITTEE



THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 06 12

Present: M. Cunningham (Chairman); Trustees Baskin, Desmarais, Korz, Penner, Rogers and Clarke.

Not

Present: Trustee Lowe.

Also

Present: Trustees Bishop, Deans, Detwiler, Hicks, Hill, Mulholland and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
P. Beveridge, Superintendent of Curriculum, Special and Educational Services
P. Shewfelt, Superintendent of Finance and Treasurer
R. Kawai, Superintendent of Information Management Services
N. Nicholls, Superintendent of Schools - Area 2
P. Gillie, Superintendent of Schools - Area 4
G. Rappolt, Assistant Superintendent of Curriculum
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order, noted the presence of Mr. Rob Webb, a former trustee seated in the gallery, and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1990 05 08 meeting be approved as presented to the members.

CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Asbestos in our Buildings:

Update

Mr. Orlando advised that \$2.7 million of the approved \$3.35 million asbestos budget has been spent or committed to date. He referred to the five project tenders for discussion tonight and that, in addition, work was scheduled this summer at Scott Park and Ainslie Wood Schools and at Dundurn. Mr. Orlando will bring a full report to the July meeting indicating no other major work has been identified by the completed inventory, though additional costs are expected.

Mr. Orlando assured Mrs. Deans that the inventory would provide accurate asbestos records and that the Asbestos Response Team is also computerizing information.

When Miss Detwiler questioned the completion of this work prior to September, Mr. Orlando responded that he anticipates all major projects would be complete by September, if these tenders are approved tonight. He noted that the trade strikes currently being experienced have not affected the asbestos industry.

It was agreed:

That the verbal update on Asbestos in our Buildings be received for information.

Report of the Asbestos Response Team - Six Month Review

Mr. Stockwell noted the accomplishment of the Asbestos Response Team in gaining control of on-going work through the development of an asbestos management plan, rather than reacting to asbestos problems. He reported that 15 - 20 calls per day are still being received regarding possible asbestos problems and the quick response and correction of the problem have alleviated employee concerns.

Mrs. Hill asked about new employees receiving asbestos training.

Mr. Ferris, Manager of the Asbestos Response Team, replied that new personnel will receive an asbestos in-service in August, similar to the program offered last Fall.

Mrs. Hill referred to other facilities that the Board occupies and asked if they had been inventoried.

In response, Mr. Stockwell stated it is the responsibility of the owner according to the Occupational Health and Safety Act, Regulation 654.85, to conduct an inventory.

Moved by Mrs. Hill:

That the Asbestos Response Team's six month review be received for information.

CARRIED.

NEW BUSINESS:

November 10th, 1990 Conference of the Ecumenical Study Commission (referred by the June Development Committee)

The Chairman explained that this item had been referred by the Development Committee to this Committee, necessitating the return of Rev. McKay a second time. She asked that this item of business be moved forward and conducted as the first item under New Business. Members agreed.

Moved by Canon Rogers:

That the 1990 11 10 Conference of the Ecumenical Study Commission be allowed to meet in the Board's auditorium, first floor meeting rooms and cafeteria of the Education Centre.

Canon Rogers recommended that the Commission not be charged for the use of these rooms; however he considered the parking lot charge to be reasonable.

Reverend McKay, representing the Ecumenical Study Commission, agreed the request was for use of Board accommodation for their conference. He advised that the

Education Centre would be identified in the material sent out, with the possible implication of the Board being a co-sponsor and approving of the Commission's position to some

degree.

Mrs. Baskin questioned why this item was before the Operations Management Committee for approval and asked if the Board's policy had changed.

Miss Cunningham stated she did not feel a motion was necessary on this issue, and advised Rev. McKay that this space would be made available to his commission on November 10th. She apologized for the inconvenience which necessitated his presence at two meetings.

Moved by Mrs. Deans:

That the Board endorse the Ecumenical Study Commission conference.

In making this motion, Mrs. Deans considered that this Board would support the work of the Ecumenical Study Commission.

Trustees Korz and Detwiler cautioned about the "politics" of this Board endorsing this Commission or any outside group and the implied connection between the Board and such a group.

Mr. Hicks referred to Rev. McKay's comment that there could be a perception of the Board's support and this motion would enforce that perception. He recommended following Board policy regarding the use of these facilities.

Mrs. Deans withdrew her motion.

Recommendations of the Director of Education

Mr. Rielly advised that School Boards may apply for a grant for one of 10 students (college/university) under the Summer Experience '90 project, and this recommendation would involve development of a mentoring proposal, at no cost to the Board. The amount stipulated in the clause would be paid to the student, if this Board's grant application was approved by the Ministry.

In response to Mr. Korz' question, Mr. Rielly affirmed this was for a 10 week period only and he did not consider this a duplication of services available within the Board, as suggested by Mr. Korz.

Moved by Mrs. Baskin:

That the following recommendation of the Director of Education be approved:

a) That a grant application of \$1,930.25 to the Ministry of Education for one student to research and develop a mentoring proposal for employees, during a 10 week period (maximum), be approved at no cost to the Board.

Mrs. Baskin considered this a wonderful job experience opportunity for students.

In further discussion, Mr. Rielly recalled earlier recommendations for student grants which included a cost

to this Board, and were not approved by the trustees.

The motion was put to a vote and was CARRIED.

Driver Education Quotations
- In Car

Mr. Rutledge reviewed the report for the members.

Moved by Canon Rogers:

That Vera's Driving School be authorized to provide in-car instruction for the Driver Education Program for the period September 1, 1990 to August 31, 1991 at no cost to the Board.

CARRIED.

Race Relations - Grant
Application

Ms. Rappolt reviewed the rationale for this proposal, stating that an application was submitted to the Ontario Ministry of Citizenship contingent upon budget and Board approval. The purpose would be to initially review curriculum material and guidelines and secondly, to review learning materials for various forms of bias and sensitivity. If approved by the Board, Ms. Rappolt will formalize the application with the Ministry and await word on whether it is successful.

It was clarified that the single asterisk on page 31 should appear beside the figure \$35,000 and the double asterisks beside the figure \$8,750.

Moved by Mrs. Bishop:

That the proposal for funding from the Ontario Ministry of Citizenship to conduct a review of Curriculum Documents with special focus toward Race Relations and Ethnocultural Equity, be approved.

Mrs. Bishop considered this proposal a logical sequence to the Race Relations document. She asked about the membership of the Steering Committee and if there was trustee representation.

Mr. Rielly advised that Canon Rogers was a member of this committee, and that Mrs. Clarke had also attended some of these meetings.

In response to Mr. Hicks' inquiry, Ms. Rappolt clarified that the \$35,000 provided would be for temporary assistance staffing as opposed to hiring any staff.

Mr. Hicks queried the funding after March, 1991 and Mr. Shewfelt stated as far as he was aware, funding is available only for the nine month period, with no commitment by this Board beyond that date.

Ms. Rappolt explained to Mr. Hicks that the \$8,750 amount in the budget was designated specifically for this purpose and would not result in funds being re-allocated within the Race Relations budget.

Mrs. Deans was supportive of this grant application and the opportunity to review material that is offensive.

Mr. Korz was in agreement with Mrs. Deans and stated he has not seen a document which has caused such paranoia and confusion within the system as the Race Relations document. He alluded to the fact that staff would not publicly criticize the document, which he considered would create division. He emphasized that this grant would serve to further emphasize this division and increase the problems in the classrooms and libraries.

The motion was put to a vote and was CARRIED.

Tenders - Asbestos Removal -
Sir John A. Macdonald

Mr. Orlando reviewed the report and recommended that the optional long-range removal items be eliminated from this project and the contract be awarded to Donalco Inc.

Mr. Orlando clarified for Mrs. Baskin that as a Consultant firm, Pinchin and Associates would not bid on a tender for removal of asbestos.

Mrs. Baskin referred to the Science Magazine article about the harm in removing asbestos and asked when this work would take place.

Mr. Orlando replied that work will commence once Board approval is received but only a minimal amount of work will occur while students are in the building, the major portion will start in late June.

Moved by Canon Rogers:

That funds be provided in the amount of \$1,267,760 for Asbestos Removal at Sir John A. Macdonald Secondary School, and that a contract be awarded to Donalco Inc. in the amount of \$1,147,760.

Mr. Hicks requested that future reports include the original sum budgeted in the budget book along with tenders and quotes. He stated he was unable to find how the \$3.35 million figure in the budget book was calculated and he did not want to overspend that amount, pointing out the \$67,760 overrun on this tender. He then asked Mr. Orlando how a running total towards the \$3.35 million would be kept. In referring to the deletions made by Mr. Orlando to reduce the total cost from \$1,514,000 to \$1,147,760, Mr. Hicks asked if further deletions could be made to result in no overrun.

Mr. Orlando responded he would be willing to provide the original estimates as requested by Mr. Hicks. Further reductions as suggested by Mr. Hicks, would involve negotiations with the Contractor, and although he admitted it was difficult, it could be done. Mr. Orlando stressed that the only fixed cost is the amount awarded for the contract; there is some flexibility in the contingency total of \$120,000. If this amount was not all spent, it would help reduce any overrun. With reference to a running total, Mr. Orlando noted monthly updates are provided and any cost overruns would be brought to trustees.

Mr. Hicks stressed the need to control the financial aspect and avoid cost overruns with every submission and contract. He appreciated that the Asbestos Response Team has an excellent "handle" on the problem and the Board is in a more positive situation. He again requested that the original budget figure be included in these reports.

While sharing Mr. Hicks' financial concern, Miss Detwiler also cautioned that work must not be done in a shoddy manner, necessitating costly repairs.

Mrs. Deans asked if trustees would receive another report such as that provided in December detailing the money spent or committed for asbestos in each school. Mr. Orlando stated this was a detailed, time-consuming report to prepare and that his monthly updates are a summary of that report, i.e., an overview without all the details.

In answer to Mrs. Deans' question about the cost of repairs at Sir John A. Macdonald School, Mr. Orlando could not provide figures at the time. He noted that the difference between the cost provided in the December report and money spent to date, was minimal. These totals, however, did not include the asbestos removal contract under discussion.

Mr. Mulholland expressed his exasperation with the contingency total line as he viewed this as an overrun protection for the contractor. Further, he felt the permit and fees, etc. should be included in the contract total.

Mr. Mulholland then asked if these contractors all had \$5 million third party liability insurance, to which Mr. Orlando responded that all the contractors met pre-qualifications as set by the Board but he was not sure if \$5 million liability insurance was stipulated.

Mr. Mulholland referred to an earlier meeting in which he stated that \$5 million third party liability should be required of all contractors in order to protect this Board from claims.

The Chairman agreed with Mr. Stewart's request to withhold a vote on this matter until the pertinent information was provided.

It was later determined that the pre-qualifications stipulate \$1 million third party liability insurance. When Mr. Orlando noted that additional costs would be involved in getting the \$5 million coverage, Mr. Mulholland maintained that he was aware of contractors that did carry such insurance.

The motion was then put to a vote and was CARRIED.

Tenders - Adelaide Hoodless Renovations

Mr. Stewart referred to the optional upgrading items that had been recommended for deletion, expressed his concerns and was prepared to make a motion that the optional items, excluding the heating system be included in the contract. Mr. Stewart added that he was particularly concerned about the upgrading of the floors and doors and noted that the

plexi glass windows were not on the list for replacement.

Mr. Orlando stated the original estimate on this project was \$800,000 and at the time it was tendered a number of optional items were included in the design work. As the price increase was substantial (in excess of \$200,000) he is recommending the optional items be deleted for a total cost of \$897,941 for this project.

Mrs. Bishop spoke in support of including the heating system with resulting efficiency and lower fuel costs. Mr. Orlando agreed that doing the heating system at a later time might result in destruction of work completed in these current renovations.

At Mr. Korz' request, Mr. Orlando detailed the current heating systems and difficulties that were to be corrected. The total cost of all the upgrades was \$330,000; \$230,000 attributable to the heating system. Including the upgrades, a contract total of \$1,058,000 would result.

Mr. Hicks agreed that these upgrades make fundamental sense but not from a budget viewpoint. He emphasized that trustees must be prepared to counter such overruns with reductions and that these two agenda items alone have resulted in an approximate \$157,000 overrun. He maintained trustees must keep their commitment to the figures passed in the budget and consider how further increases would affect the 18% education tax increase. He recommended being innovative within the figures of the budget book or making proposals to put other spending on hold.

Moved by Mr. Stewart:

That a contract be awarded to Canadian Engineering & Contracting Ltd. in the amount of \$1,058,000.

Mr. Desmarais agreed with Mr. Mulholland that a contingency line was not necessary. He pointed out that some of the \$67,000 cost overrun could be taken out of this amount.

Mr. Mulholland emphasized these are tenders and do not affect the budget as construction is financed out of Capital Reserves or by debenture. He stated that maintaining schools through renovations is a necessity and credited Mr. Orlando's realistic estimates.

Mrs. Baskin commented on the trustees' concern for the 18% budget increase and yet they passed re-organization without considering the cost of increased supervisory staff with their support staff costs on top of provincial mandates. She was willing to cut the number of supervisory officers rather than deprive children in the schools and supported the motion.

When Mr. Hicks rebuked Mrs. Baskin's charge, Mrs. Baskin pointed out her request for a re-organization costing was turned down.

Mr. Korz expressed his interest in the cost for re-organization and asked for clarification on the amounts in the recommendations.

Mr. Shewfelt referred to recommendations a) and b) in the report and advised that the \$729,441 figure in clause a) would be changed to read \$1,058,000 in accordance with Mr. Stewart's motion. Mr. Orlando advised that the clause b) would be revised to reflect percentages increase and would read \$1,238,000.

Mr. Hicks noted that Capital Expenditures figures were included in the budget book and reiterated that in including this upgrading, a balance must be considered in budget spending to maintain fiscal responsibility and taxpayer credibility.

Mr. Mulholland maintained that the figures in the budget book were sound, but that estimates are affected by many variables, including the time of year work is tendered.

The following revised motions were put to a vote and were CARRIED.

That the following recommendations regarding renovations to Adelaide Hoodless School be approved:

a) That a contract be awarded to Canadian Engineering and Contracting Limited in the amount of \$1,058,000 and

b) That this project be funded from Capital Reserves in the amount of \$1,238,000.

Tenders - Asbestos Removal - Cardinal Heights

Moved by Mr. Korz:

That the following recommendation regarding Asbestos Removal at Cardinal Heights School be approved:

a) That funds be provided in the amount of \$349,247 for this project and that a contract be awarded to Klajnerman Contracting Corporation in the amount of \$309,247.

Mr. Orlando reviewed the report adding that the original estimate for this project was \$365,000.

In response to Mrs. Deans' question, Mr. Orlando advised that the original estimate included the Permit, Fees, and Contingency total. He noted that permit fees are charged on a percentage basis.

When Mr. Hicks asked if the Cardinal Heights and Adelaide Hoodless projects had been estimated at approximately the same time, Mr. Orlando responded that the renovations to Adelaide Hoodless were estimated three years ago and updated yearly while the asbestos removal for Cardinal Heights was estimated late Fall, 1989.

The motion was put to a vote and was CARRIED.

Renovations - Peace Memorial School

Moved by Mrs. Deans:

That the following recommendations regarding renovations to Peace Memorial School be approved:

a) That a contract be awarded to D. S. Alvey Ltd. in the amount of \$330,000 and

b) That this project be funded from Capital Reserves in the amount of \$413,000.

Mr. Orlando reviewed the report, noting the project was originally estimated at \$450,000.

The motion was put to a vote and was CARRIED.

Mr. Hicks reminded members that overruns approved tonight amounted to \$470,000 with only \$52,000 to counter-balance.

Tenders - Delta Renovations

Mr. Orlando presented the report stating Delta was a high priority project and had been estimated at \$1,500,000. He pointed out that the Contingency Line included Equipment costs, some of which could be delayed to bring the total project cost down.

Mr. Orlando explained that Equipment costs, totalling \$650,000, included a variety of equipment for programs at Delta, mainly in the Electrical Shops and Cafeteria area.

Mr. Mulholland thought some equipment such as a washer and dryer were included in the budget. When he inquired about the \$200,000 already spent for design work, Mr. Orlando advised that amount was included in the Contingency Line.

Mrs. Bishop expressed considerable concern about the amount of equipment costs and asked if appropriate consideration had been given to the implication of expanding the cafeteria to large quantity cooking and restaurant services. She would like more information on the cost effectiveness of this program to ensure the Board does not end up subsidizing the cost of food and the preparation of 900 meals in one school. She required more information as she was reluctant to make a decision based on the information before her.

Mr. Stockwell advised that the program with respect to Food Services would not start until the second semester, which would allow an opportunity to explore the nature of the program and extent of involvement. Admitting some mass food preparation for students in the school will probably be part of the program, food preparation for facilities outside the school, once contemplated, is not part of the plan at the present time. With respect to equipping the cafeteria, he noted the equipment was required regardless of meals prepared, although size might differ.

When Mrs. Bishop asked for the type of equipment slated for purchase, Mrs. Nicholls advised she did not have the list which was with the Finance Department for costing. She added that equipment size was under consideration.

Mrs. Bishop noted that officials are not sure of equipment nor the costing of the program and asked that the equipment for the Quantity Food program be omitted for the present.

Mr. Orlando was unable to provide Miss Cunningham with a cost for cafeteria equipment, but was agreeable to reviewing cafeteria equipment with Mrs. Nicholls and setting a portion of that amount aside "on hold", especially in view of the \$50,000 cost overrun on this project. He added that to do the renovations and not install the equipment was not logical.

Mr. Rielly had concerns regarding the comments on the Quantity Food program. He noted it was a very marketable training, not only just at the basic level, and there are expectations of the program in the community, Quantity Cooking being an integral part of the Briarwood School program.

Mrs. Nicholls stated that Hamilton provides a good marketplace for employment in food services. She said many of Mrs. Bishop's concerns were being addressed through research, including use of Beaver Food consultants to determine cooking area necessities. Student option sheets have been re-organized to accommodate a second semester start in this program, but there is an expectation that Food Services will be available.

When Mr. Stewart stated he understood Beaver Foods had a contract for the school year at Delta, Mrs. Nicholls explained Beaver Foods had an agreement for one semester which included a co-op opportunity for students at Delta.

Mrs. Baskin asked if the cafeteria services would be subsidized at Delta. Mrs. Nicholls responded that decisions regarding pricing of food have not been made.

Mrs. Baskin emphasized the implications of subsidizing food in one school in the system, and the importance of the Quantity Cooking program. She agreed with Mrs. Bishop that this decision should be delayed until the July meeting when further information could be provided by the officials which should include the number of students in Ainslie Wood and other vocational schools and whether they should be kept as separate facilities.

Mr. Stewart suggested that a contract be awarded excluding the cafeteria area until information was provided in July.

Canon Rogers was opposed to any holdback stating that Quantity Cooking was an important part of the program proposed for Delta. He stated subsidy of food was never intended and that if the course is not offered until February, details could be discussed this Fall.

Mr. Mulholland was opposed to the program, mainly due to the lack of information about costs, program and renovations. Mr. Mulholland understood 41 students have opted for Delta and 97 for Parkview and wondered why the Quantity Cooking was not moved to Parkview if it would only

cost \$200,000 to transfer equipment from Albion and Briarwood. He questioned how costs to date had been calculated and wanted information about how component staffing would impact on Delta. He also asked that the consultant's report acquired by the staff at Delta be made available to trustees.

Mrs. Bishop clarified that she was not opposed to the Quantity Cooking program but the lack of information. She asked that any report include how food would be costed (i.e. cost plus 10%) and whether the cost of food would include the cook's wages.

In response to Mr. Stewart's question regarding option sheets, Ms. Nicholls replied that for February the cooking teacher had 3 lines or 3 classes of 17 students. She added that enrolment at Delta is currently 900, including nearly 200 options sheets at the basic level.

Mrs. Baskin outlined several options: send the entire report back, award the contract, or add a provision that a portion of work re cafeteria including all equipment be put on hold pending further approval of a report to trustees in July.

Mr. Orlando noted a qualifier such as suggested by Mrs. Baskin would put a hold on approximately \$500,000 of equipment.

Following a discussion regarding alternatives and implications of suggested motions, it was

Moved by Mrs. Baskin:

That the following recommendations regarding renovations at Delta be approved:

a) That a contract be awarded to Canadian Engineering and Contracting Co. Ltd. in the amount of \$799,800 and

b) That this project be funded from Capital from Current in the amount of \$1,551,625 and

c) That \$500,000 from the estimated cost be held for cafeteria purposes pending a report from the officials.

CARRIED.

Budget Review Process
(requested by Trustee Hicks)

Mr. Hicks referred to concerns expressed by trustees and officials during the last Budget Review regarding the process and the need for change. He reviewed the following nine statements:

- 1) the need to start the process earlier, involving trustees from the start, whether by committee or on an individual basis.
- 2) the process must be on-going, and must not start with a "wish" list. Consideration of percentage increases and "zero" base budgeting.
- 3) the system must be involved, program effectiveness must be evaluated on a regular basis and programs/staff should

be cut. Once an inventory of programs is complete, trustees must be prepared to add or eliminate in keeping with a five year base plan. He did not believe that improving the teaching environment necessarily meant an improved learning environment.

4) during the budget process, trustees must know grants that would offset costs for new programs and the implications for financing over the next five years if those grants are eliminated.

5) seriously consider non-mandated programs, i.e. Adult Centre and Summer Skills program, for duplication of services within the community.

6) trustees must understand the business side of education better to be fiscally responsible to the taxpayer rather than being solely concerned about education in the classroom. Encourage innovation and creativity within budget mandate of a reasonable percentage increase including elimination and reorganization of staff. The public's understanding of the educational system is growing and trustees must "get a handle" on education taxes before the public does something about it.

7) trustees can no longer be buffers between Ministry and Administration. Decision makers must propose new guidelines for down-sizing, starting with a review of expenditures.

8) Must train officials to be more aware of educational decisions and how it reflects on the budget.

9) where applicable, we should try to combine studies and services with other Boards to save taxpayers' money

Moved by Mr. Hicks:

That the following recommendations regarding the Budget Process be approved:

a) That a working group of six trustees, including one French Language Section trustee, and appropriate officials be established to review the budget process and

b) That this working group use the Proforma budget as a guide to set the direction for the percentage increase for the 1991 budget estimates.

Mr. Hicks clarified that the working group might address recommendations for change, look at the Proforma Budget and assess development of a percentage increase for the 1991 budget estimates. Other concerns to address are whether this group would report to the Development Committee or the Operations Management Committee, time lines, guidelines or criteria of the working group.

Mrs. Bishop was supportive of Mr. Hicks' proposal and asked that the difference between the Proforma Budget and budget be considered. She noted the OPSBA is encouraging the Ministry to announce grants two months earlier to facilitate budget planning.

Clause a) was put to a vote and was CARRIED.

Mrs. Baskin did not agree with clause b), stating the working group should set their own guidelines. She

cautioned that percentage increases result in more money to those with larger salaries or program budgets and suggested Mr. Hicks withdraw clause b).

Mr. Hicks maintained that clause b) was very important in order to do something immediately. Trustees must look at the percentage increase for each line in the Proforma budget and he noted that none of these decisions will be binding, they are only recommendations.

Mr. Shewfelt stated that Senior Management has set time aside to develop the Proforma budget for trustee review. The intention was to set direction and limitations and examine reserves, keeping the whole process on a high level rather than 200 pages of budget book. He thought the Proforma would give some general insight for 1991 regarding the 20 budget lines, the programs in place and some indication of how the 1991 budget may look. He agreed with Mr. Hicks that the Proforma budget is more or less received for information.

Mr. Korz noted that parameters of discussion are not closed by this clause, but provide a starting point.

Clause b) was put to a vote and was CARRIED.

ELEMENTARY/SECONDARY

NEW BUSINESS:

Recommendations of the Director of Education

Moved by Mrs. Bishop:

That the recommendations of the Director of Education be approved.

CARRIED.

Accommodation Concerns

Canon Rogers raised the problem of accommodation for September, 1990, in Ward 5, particularly with the building of Laurier School and the renovations at Elizabeth Bagshaw School. He asked about resolutions to this problem.

Mr. Rielly acknowledged the concern has arisen from trade strikes and the readiness of these buildings for school in September. He advised that these problems are addressed in the Accommodation Report, which is scheduled to be presented June 26th to the trustees.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

MINUTES OF THE
SPECIAL MEETING OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 06 26

Present: M. Cunningham (Chairman); Trustees Baskin, Desmarais, Korz, Lowe, Penner, Rogers and Clarke.

Also

Present: Trustees Allen, Bishop, Deans, Detwiler, Hill, Johnston, Kennedy, Mulholland and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
P. Beveridge, Superintendent of Curriculum, Special and Educational Services
P. Shewfelt, Superintendent of Finance and Treasurer
R. Kawai, Superintendent of Information Management Services
J. Forrester, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
D. Rothwell, Superintendent of Schools - Area 5
R. Lavoie, Superintendent of Schools - French as a First Language
G. Rappolt, Assistant Superintendent of Curriculum
J. Yurkiw, Assistant Superintendent of Special Services
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order, and explained that Mr. Binns, Chairman of the Accommodation Committee, would present an overview of the Report, with the Superintendents of Schools reviewing their individual Areas. She drew attention to the revised pages attached to the Agenda and asked that members insert them into their binder.

Mr. Binns first acknowledged the work and co-operation of the committee members in preparing this document and commended Information Management Services on the design and production of the Report.

Mr. Binns reviewed the Introduction and the recommendation that the Director's Accommodation Committee meet twice monthly from September to June making periodic reports to the Operations Management Committee. He then proceeded to note highlights affecting this year's Accommodation Report which include:

- the continuing growth on the south mountain
- the impact of trade strikes on school construction and renovations
- four major Board studies which are under way and as they are not complete, the recommendations regarding these studies will be delayed until the Fall of 1990 (Secondary School Study, French Immersion Study, Middle School Development and Child Care Task Force)

Mr. Binns then proceeded to review the Summary of Recommendations which commence with four recommendations from the 1989 Accommodation Report.

When Mrs. Baskin recalled discussion of the possibility of selling Binkley School to the Wentworth Library Board, Mr. Binns acknowledged this option was still available, however a decision had not been made regarding the Adult Education Program.

Mrs. Baskin suggested discussing this matter under the Properties and Leases section.

AREA REPORTS, ELEMENTARY SCHOOL

Area 1

Mr. Forrester reviewed the Area One Report and requested trustees to consider using Allenby School in a different way, suggesting it might house the Area 1 office or be used as a Teaching School for recent graduates. He was particularly enthusiastic about the use of the school to try new and innovative ideas and envisioned a school of about 90 students and the Area One Resource Team working with young teachers. He was willing to expand upon this suggestion on paper.

In response to questions, Mr. Forrester indicated there was a JK class of ten, and SK class of 15, a Grade 1 of 11 and the remaining 19 students split between Grades 2 and 3 for a total of 55 students. Mrs. Baskin noted that the total figure should actually be lower as JK is not mandated.

Both Trustees Detwiler and Baskin expressed concern about the small class units. Mrs. Baskin was in favour of closing the school due to the low enrolment and the cost of maintaining the school. She was opposed to Mr. Forrester's suggestion of a teaching school as she considered it costly.

At Miss Cunningham's request, Mr. Forrester completed his report, drawing attention to the safety problem of the Hess Street School parking lot and the recommendation on page 19 regarding Phases II and III of Centennial School's renovations.

Mrs. Hill wondered if this Board would be liable if the Hess Street School parking lot problem is recognized and not corrected. She then asked about the calculation used to arrive at the percentages indicating school capacities and the apparent discrepancy between the percentage and the number of students within schools.

Mr. Jackson, Research Department, suggested Mrs. Hill's question would be better addressed when the section entitled Capacity of Schools is presented. This section includes a recommendation regarding these calculations.

Mr. Orlando confirmed for Mr. Stewart, that the renovations indicated on Page 18 for Tweedsmuir Middle School should read 1991, not 1992.

In referring to the 82% capacity shown for Central School, Dr. Johnston asked that the capacity percentage more accurately reflect School Board usage as the 2nd floor of this school is rented to a private agency. He considered 47% a more accurate figure.

Miss Cunningham appreciated Dr. Johnston's comments and felt it should be addressed. She added that the lease on this property (until 1995) should also be indicated.

Dr. Johnston stated he was aware of the lease but stressed that other users of the buildings should also be indicated and kept separate from School Board use of the building.

Moved by Mrs. Baskin:

That Allenby School be considered for closure in September, 1991.

Mr. Rielly noted that closure of a school involves an 18 month period and suggested Mrs. Baskin refer her motion to the Accommodation Committee for further study with a report to be brought back.

Mrs. Baskin questioned the period of 18 months to close a school with a population of 56 students, 10 of them JK students in a non-mandated program; as did Mr. Stewart.

Miss Cunningham noted there was a policy regarding closure, established by the Review and Analysis Committee.

Mr. Rielly reiterated that our Closure Policy is based on a Ministry directive and again suggested that as the Accommodation Committee will meet more frequently, that they review the Allenby situation.

Mr. Stewart added that the Closure Policy should possibly be reviewed if a report is brought back regarding Allenby from Accommodation Committee.

Mr. Kennedy supported consideration of this closure due to the small class sizes which are not fair to the rest of the system. He recalled that earlier attempts to close the school failed because of public pressure.

Mr. Mulholland did not support the motion on the floor as he considered the motion to be out of order. He pointed out that the Review and Analysis Committee Closure Policy was based on Ministry regulations and could not summarily be changed.

At the request of Mrs. Baskin, Mr. Stockwell briefly outlined the "Consolidation of School Accommodation, Elementary Panel" starting with identification of the school in December, through a sequence of events leading to closure in June, 18 months later.

When Mrs. Baskin questioned why the this policy used the months December and June, Mr. Stockwell indicated these were arbitrary months and were used to indicate the passage of 18 months over the implementation of the policy. Copies of the Policy were distributed to trustees at Mrs. Baskin's request.

Though not against a review of the situation at Allenby School, Mrs. Bishop recalled that previous attempts to close Allenby failed as neither Strathcona nor Earl Kitchener Schools had space for portables to accommodate these extra children, a situation which has not changed. She encouraged trustees to consider alternative uses for the school as closure may not occur following the 18 month period and also wanted an ongoing review by the Accommodation Committee.

Mrs. Deans agreed that alternatives should be explored, not just closure. She noted there are students across the system who would benefit from the smaller class size at Allenby; as well she was enthusiastic about the possibility of Allenby being used as a Teaching School.

Dr. Johnston supported consideration of alternatives and suggested that a French Immersion program from Earl Kitchener be located at Allenby. Further, he suggested the Archives might find a permanent location at Allenby as increased enrolment in this area is not anticipated. Dr. Johnston suggested he would make a motion that alternatives be considered should the motion on the floor fail.

Mr. Mulholland stated he would not vote as he felt it was improper to vote against our policy of 18 months for a closure.

Mr. Korz referred to page 4 of the policy and the wording "The report will normally be compiled during the January to May period" and suggested that this wording would allow for some flexibility to reduce the 18 month period.

Mr. Stockwell stated the wording was meant to allow the Review and Analysis Committee more time if needed, to compile a report.

Mr. Korz considered the motion to be appropriate as there was no direct reference to 18 months within the policy, although it did allow for an 18 month period of time.

Mr. Kennedy stated he would not support the motion and asked that it be changed to read "according to our Policy". He recalled previous school closures and felt that, given the emotional nature of closures, he would not want the 18 month period reduced.

Mr. Allen agreed with Mr. Kennedy stating that the community must be totally involved in the closure. However, he was not supportive of the motion, preferring to be a risk taker and reach for a leadership opportunity to use the school for an experiment in education as suggested by Mr. Forrester.

Moved in amendment by Mrs. Hill:

That "September 1991" be changed to read "according to Board policy".

Mrs. Lowe favoured Mrs. Hill's amendment and in light of the recent budget, reminded trustees that innovative ideas are expensive.

Mr. Mulholland warned trustees that Board policy had been followed in previous closures and reducing the 18 month period would be treating this community unfairly.

In response to a question by Mrs. Deans, Mr. Rielly stated a report regarding alternatives could be brought back in the Fall, however he would still want to adhere to the policy.

Miss Detwiler considered 18.1% increase enough of a "risk", and would support the amendment.

Mrs. Hill commented that the Review and Analysis Committee could recommend not closing the school but provide alternatives.

The amendment was put to a vote and was CARRIED.

The motion as amended was put to a vote and was CARRIED.

Miss Cunningham thanked Mr. Forrester.

Area 2

Mrs. Nicholls reviewed the Area 2 Report, pages 20 to 23, highlighting the continued growth of the ESL\ESD populations and the consolidation of five JK - 8 schools into four due to inappropriate facilities at two schools for implementation of the Middle School philosophy.

Mr. Stewart referred to last year's Accommodation Report and asked if an ACES review will be done. Mrs. Nicholls responded that it is planned the review will be completed in the Fall of 1990.

When Mr. Allen asked if consolidation of the five JK - 8 schools into four meant the closure of a school, Mrs. Nicholls replied that it meant a shift of population within those schools would result in four JK - 8 schools and one junior school.

Mr. Allen then asked regarding alternatives for students at Adelaide Hoodless if renovations are not completed this summer due to the strikes in the construction trades.

Mrs. Nicholls stated the use of Ryerson Church is being investigated and discussions are also taking place with the architect to decide whether or not all or part of the student population would need to be moved. When plans are finalized, she will report to the trustees.

In response to further questions, Mrs. Nicholls explained that Adelaide Hoodless would not contain a Design and Technology course as it involves a large expenditure and an addition to the school.

Referring to #8, page 22, Mr. Kennedy inquired if this program is single or dual track.

Mrs. Nicholls responded that the intent is to have a dual track program and to expand French Immersion into Grades 6 through 8 in one of our middle schools.

Mr. Kennedy asked what would happen in the "worst case scenario" of the building trades' strike with regard to renovations at Adelaide Hoodless as most of this work is scheduled during the summer period when the students are on holiday.

Mr. Orlando stated work would be scheduled so as to minimize the number of students who would be dislocated in September. Contingency plans are in process as he does not anticipate the completion of the renovations prior to school opening in September.

Miss Detwiler asked about the course received by the Grade 6 students in King George School and Mrs. Nicholls assured her they receive Design and Technology at Prince of Wales.

Mrs. Nicholls stated, in response to questions from Mrs. Hill, that recommendation #8 and the removal of capping for French Immersion at A. M. Cunningham, would both be addressed by the French Immersion Study to be reported later in the year.

Mr. Stewart expressed his anticipation of the ACES report "in the Fall" and the hope this "magnificent" program would grow, especially in view of the large waiting list.

When Mr. Korz asked why the Education Centre was not included in the Accommodation Report, Mr. Rielly indicated that Mr. Stockwell chairs a Committee on Education Centre Accommodation.

Mr. Stockwell stated that one of the problems being addressed is the fragmentation of various departments throughout the Education Centre, i.e. consolidation of the Finance, Human Resources, and Information Management Services Departments.

Mr. Korz referred to Recommendation #2 relocation of Area 2 offices) and stated he would vote against such a move due to the cost. He requested these three recommendations be voted upon separately.

Mr. Rielly noted the relocation of Area Two office evolves from re-organization and the improvement of services to schools and the children in the classroom. He expressed support for this direction of having Area offices located in the Areas.

Mrs. Hill asked if this relocation would happen if Briarwood remains closed despite suggestions for an Adult Learning Centre.

Mr. Rielly confirmed he would not recommend moving the Area Two office to Briarwood as the only use for Briarwood.

Miss Cunningham thanked Mrs. Nicholls.

Area 3

Mr. Binns presented the Area 3 report emphasizing the increase in some Special Education classes and the relocation of others. The effect of the Red Hill Expressway construction will be monitored, particularly two proposed junctions located near school buildings. He then referred briefly to the News Release attached to the Agenda package and his belief that a solution has been reached with the Hamilton-Wentworth Roman Catholic Separate School Board regarding our students occupying Elizabeth Bagshaw School until the new building is complete.

There being no questions, Miss Cunningham thanked Mr. Binns.

Area 4

Ms. Gillie and Mr. Rothwell jointly presented information regarding accommodation on the mountain and details about the Red Hill Expressway construction. Mr. Rothwell distributed additional information to the trustees on the intended construction schedule for the Expressway, noting that the majority of housing development on the mountain is south of the Expressway.

In Area 4, Ms. Gillie anticipates that through the use of portables, Comley School and busing, accommodation needs can be met.

Ms. Gillie advised that due to the construction trades strike, the renovations at Sir Winston Churchill for the Vincent Massey students will not be completed by September. It is anticipated the students will remain at Vincent Massey School until January, 1991, when the renovations will be complete.

Ms. Gillie also pointed out the matter of gyms in our middle schools will have to be addressed over the next five years.

Miss Detwiler commented on the supervisory burden placed on Mr. Rothwell and Ms. Gillie as each of their areas contains approximately 6,000 students as opposed to the three other areas which number approximately 4,000-4,500. She asked the officials to look at this considerable imbalance and suggested that additional assistance be supplied to cope with the large increase in numbers and the resulting problems.

Mr. Rielly agreed that Miss Detwiler's concern will be considered.

Mrs. Deans added that she would like to keep the person monitoring the growth on the mountain as an extra resource person because of the changing needs in Areas 4 and 5.

Mrs. Lowe agreed with Miss Detwiler's concern, then questioned the wording of recommendations #3 and #4. She asked if neighbourhood families would be prevented from attending Sherwood Heights and Highview Schools.

Ms. Gillie assured her the intent was not to exclude neighbourhood families, but that the main reason for opening these two schools was to address growth on the south mountain which resulted in the wording of recommendations #3 and #4.

Ms. Lowe then asked if there was sufficient time to prepare Highview School for occupancy in September, 1992 when the lease expires in March, 1992.

Barring the mechanical side, Ms. Gillie affirmed, that from an educator's viewpoint, she considered both Sherwood Heights and Highview Schools satisfactory. She understood that Sherwood Heights is heated by an oil boiler and that situation would have to be addressed.

Mrs. Deans advised that parents have voiced the hope that Highview School be designated a JK - 8 school. Noting students would be bused to these schools, she added consideration should be given to space for both buses and cars. Mrs. Deans then expressed concern about the transportation difficulties that would be encountered with the construction of the Expressway. She also was concerned that the City was making changes to the park area bordering on Highview School and that trustee input had not been requested. Mrs. Deans noted that the Accommodation Committee membership does not include a trustee and finally, questioned if the Board could maintain its Middle School concept in view of the need for schools in the south mountain.

Mr. Kennedy referred to the explosive growth forecasts and accommodation at Cardinal Heights for 1993.

Ms. Gillie replied that in addition to the three portables at Cardinal Heights, there are the portables used by Pauline Johnson, previously used for the Cardinal Heights French Immersion Program. In looking at pupil enrolment for Highview, she believes Middle School needs could be addressed at Cardinal Heights. In discussion with parents, the greatest middle school accommodation pressure is expected by 1993. She added she was not suggesting that Cardinal Heights population move to Highview School, but the middle school principals are looking at boundary changes to provide relief to Cardinal Heights.

Miss Cunningham asked about the number of students in the immediate vicinity of Highview, who would ultimately free up spaces in other schools once Highview reopened.

Ms. Gillie estimated currently 70 to 80 students live in that area and that students attending Highview would also provide relief to Hampton Heights.

Mrs. Deans requested that the boundaries for Highview School and Sherwood Heights be clarified for neighbourhood families.

Ms. Gillie referred to the diagram on page 29, stating that Highview falls into Block 59, which is bounded by Fennell Avenue East, Upper Gage, the Mountain Brow and Upper Ottawa Streets. Sherwood Heights is located in Block 60 and is bounded by Fennel Avenue East, Upper Ottawa and the Mountain Brow on two sides.

Ms. Gillie reminded trustees that middle school principals will continue to explore long term accommodation and the boundaries required. If any changes are implemented, it would be done over a three year period. Once actual registration is known in September, actual growth south of Stone Church will be easier to gauge.

Mr. Kennedy agreed that the compilation of information to establish boundaries was a nightmare and thought it would be done as fairly as possible and families fully informed. He then wondered if Vincent Massey might be considered for use as a junior school in the near future.

Mrs. Deans asked if the upholstery course would remain in Vincent Massey until this December and Ms. Gillie stated that until the students are moved to Sir Winston Churchill, Vincent Massey will be fully maintained and the upholstery course can be housed. She noted that the upholstery course requires four rooms side by side, and she cannot offer that kind of accommodation in any school on the east mountain and would not recommend keeping it in Vincent Massey after our students moved to Sir Winston Churchill School, because of the costs involved.

Mrs. Baskin agreed with Mrs. Deans' request for further information regarding the boundaries involved in recommendations #3 and #4. She wondered if the recommendations should not be reworded and then questioned the inclusion of Recommendation #5 as it dealt with program needs rather than accommodation.

Ms. Gillie explained that, due to crowding on the east mountain, there are a number of program needs that cannot be addressed, i.e. French Core Program, separate computer classrooms, space to support the LRT program. She is recommending that these needs be considered for future accommodation as Sherwood Heights and Highview are re-opened and provide more space.

Mrs. Baskin still considered the recommendation inappropriate, and if one should be made, it should cover the entire city.

Miss Detwiler supported the inclusion of Recommendation #5, stating the overcrowding in schools on the east mountain is affecting program delivery.

In referring to Recommendations #3 and #4, Mrs. Lowe suggested that the phrase "to accommodate neighbourhood families" be included so as to clarify the matter for those families in the neighbourhood as well as those whose children will be bused from the south mountain. Ms. Gillie agreed with the suggestion.

Ms. Gillie affirmed that it was important to note that this accommodation problem on the east mountain would be solved through busing children from one location to another for a long time. If trustees choose not to do that, it will be necessary for her to return with recommendations for more schools.

Ms. Gillie confirmed for Mr. Stewart that she was not recommending keeping Vincent Massey open for just the upholstery class.

Miss Cunningham thanked Ms. Gillie.

Area 5

Mr. Rothwell briefly reviewed the Area 5 Report, pages 36 to 40, stating that the overcrowding of the three schools graphed on page 36, will be resolved with the opening of the Block 72 school in September 1991.

In referring to page 37, Mr. Rothwell noted the current and proposed home construction surrounding James MacDonald school, and that the decision to put an addition on the school proved to be a wise one. Area 5 is currently shown at 90% capacity, however, Mr. Rothwell suggested 97% would be more accurate.

Miss Detwiler expressed concern that the drop off location at Norwood Park School is not to be constructed until 1991 09 01 although it is a continued safety hazard. She pointed out this issue has been brought up for the last two or three years.

Mr. Rothwell explained that both renovations and portables as well as the drop off location were delayed awaiting the results of a traffic study which were received after the budget submissions and resulted in these expenditures not being included in budget. He shared Miss Detwiler's concern.

Miss Detwiler regretted missing the opportunity to include this expenditure in the budget. Miss Detwiler then referred to a letter received from Mr. O'Connor of the Plant Department dealing with a request for exemption from the parking by-law regarding allotment of parking space at G. L. Armstrong School.

When Mr. O'Connor explained the situation, Miss Cunningham suggested this item be dealt with at the next Operations Management Committee meeting.

Moved by Mr. Korz:

That the date of the construction for the drop off site at Norwood Park School be moved back one year to 1990 09 01.

Miss Cunningham stated this motion would have to be considered with all the other recommendations, following all the Area Reviews.

Mr. Stewart questioned why there was one set of rules for Allenby and, seemingly, another set of rules for Ryckman's Corners which also has a student population of less than 90.

Mr. Rothwell explained that the purpose in re-opening Ryckman's Corners was to relieve the accommodation problems, one of which was created by the Primary Autistic program's need for a minimum of three rooms while serving a small number of children. The other reason was the anticipated demands on accommodation due to increased housing construction.

When Mr. Stewart continued to question the situation, Mr. Rothwell further noted the difference in total capacity between Ryckman's Corners and Allenby Schools (159 versus 242). He emphasized rapid housing construction in this area will result in accommodation at Ryckman's Corners being used as a "relief valve". He maintained the school was opened out of necessity and was functioning as a very viable school.

Mr. Stewart noted that the policy ruling indicates that a review should be considered.

Miss Detwiler agreed with Mr. Rothwell that the population in that area is expanding and it was better to act before the fact rather than after.

Mr. Kennedy was not unduly concerned about the Norwood Park situation, noting that other schools such as Thornbrae are in a similar situation. He did ask if staff was still parking on Terrace Street, to which Mr. Rothwell replied no, the street had been posted to prevent street parking.

Mrs. Deans urged the drop off area be constructed before an accident occurs due to the volume of cars at Norwood Park. She considered the community had been patient to date but would not want to wait another year.

Mrs. Baskin supported Trustees Korz and Deans in recommending the construction date change. She then pointed out to Mr. Stewart the tremendous difference between Ryckman's Corners School and Allenby School and said if Allenby was in the same situation she would not have made a motion regarding Allenby, as she did earlier.

Mr. Orlando indicated that the preliminary estimate for the drop off site was \$35,000 and this money had not been budgeted.

Mrs. Clarke recalled the Board had considered closing Buchanan Park School at one time. She was pleased the needed addition to R. A. Riddell School is underway and would help to relieve the portable situation, which has been chronic since the school opened. She pleaded with the construction trades to return to work to complete the renovations and school construction for the new term.

Miss Cunningham thanked Mr. Rothwell.

At this point in the meeting Miss Cunningham agreed to Mr. Kennedy's suggestion that another meeting be scheduled to complete the Accommodation Report.

It was agreed that the recommendations dealing with the Elementary Schools would be voted on tonight.

Mr. Binns referred to Items 2 and 3, on page 8 of the Accommodation report and suggested delaying any action on them until after the presentation of the Adult and Continuing Education Section of the Report.

Moved by Mrs. Baskin:

That the Accommodation Committee study the possible sale of Binkley School to the Wentworth Library Board with a report back to the Board in December.

When Mrs. Bishop suggested it was inappropriate to deal with this motion before understanding the implications of the Adult and Continuing Education program, Mrs. Baskin withdrew her motion.

Moved by Mr. Allen: (Introduction, Clause 1.1)

That, beginning in September 1990, the Director's Accommodation Committee meet approximately twice monthly from September to June making periodic reports to the Operations Management Committee.

A short discussion evolved around the membership of this Committee. Dr. Johnston stated he was impressed with the membership of the Committee and thought that the inclusion of a trustee should be considered due to financial and program implications.

Moved in amendment by Dr. Johnston:

That the membership of the 1990-91 Director's Accommodation Committee include the names of one or more trustees.

When Mr. Allen pointed out that Dr. Johnston's motion could not be considered an amendment to the motion, Miss Cunningham agreed to handle them as two separate motions.

Mrs. Bishop expressed her appreciation for the system-wide view point of this Report and its use in long term planning, cautioning that this approach not be lost if the Committee meets more frequently.

Mr. Allen's motion was put to a vote and was CARRIED.

In speaking to Dr. Johnston's motion, Mr. Korz questioned if trustees were available to sit on the Committee, currently meeting Wednesday afternoons between 1:00 p.m. and 4:00 p.m.

The motion was put to a vote and was CARRIED.

Dr. Johnston then referred to the News Release regarding the Elizabeth Bagshaw accommodation arrangements with the Hamilton-Wentworth Roman Catholic School Board, expressing his disapproval of the term "the Catholic School Board" and requested all future references include the term "Roman".

Moved by Mrs. Baskin: (Area One, Clause 2.1)

That Phase II of Centennial School's renovation program be completed and that plans proceed for Phase III to complete the program in 1991.

CARRIED.

Mr. Allen asked that Area Two recommendations be voted on separately rather than as a group.

Mrs. Hill asked if the Middle School study recommendation within Area Two affected any other area and Mrs. Nicholls assured her it would only encompass Area Two concerns.

Moved by Mrs. Clarke: (Area Two, Clause 3.1)

That the Middle School study continue to explore the consolidation of program with implementation scheduled for September, 1992.

CARRIED.

As Mrs. Lowe noted that the Adult Learning Centre had not as yet been addressed, it was:

Moved by Mr. Stewart: (Area Two, Clause 3.2)

That the following recommendation be tabled:

- a) That the Area Two offices be relocated at Briarwood for September, 1991.

CARRIED.

Moved by Mr. Stewart: (Area Two, Clause 3.3)

That the Grade 6 students from Gibson move to Prince of Wales for their Middle School education effective September, 1990.

CARRIED.

Moved by Mrs. Deans: (Area Three, Clause 4.1)

That the growth of English as a Second Language/English as a Second Dialect (E.S.L./E.S.D.) programs (Lake Avenue, Elizabeth Bagshaw) and the French Immersion programs (Glen Echo, Glen Brae) be monitored to make appropriate decisions concerning these programs at the Middle and Secondary School Levels.

CARRIED.

The members agreed that the recommendations dealing with Sherwood Heights and Highview be amended to include "neighbourhood families as well as families living east of Upper Gage and south of Stone Church Road."

Moved by Mrs. Lowe: (Area Four, Clauses 5.1, 5.2 a), 5.2 b), 5.3, 5.4

That the following recommendations of the Accommodation Report be approved:

a) That the proposed 210 pupil place addition to Lincoln M. Alexander be deferred at this time.

b) i) That the Comley Building continue to remain available for interim use to address accommodation needs.

ii) That Vincent Massey School remain available to inventory.

c) That Sherwood Heights be reopened effective September 1991 to accommodate neighbourhood families as well as families living east of Upper Gage and south of Stone Church Road.

d) That Highview School be reopened effective September 1992 to accommodate neighbourhood families as well as families living east of Upper Gage and south of Stone Church Road.

CARRIED.

Moved by Mrs. Baskin:

That the following Clause 5.5 of the 1990 Accommodation Report be moved to a general statement portion of the Accommodation Report and that it be included as a principle in all planning as far as accommodation is concerned:

a) That program needs be identified for inclusion in subsequent accommodation reports.

Mr. Rielly agreed that this recommendation could be incorporated into the Introduction of the Report.

CARRIED.

Moved by Mr. Korz: (Area Five, Clause 6.1)

That students in the grade five class at James MacDonald School during 1990-1991 be located in the appropriate middle school for grade six effective 1991 09 01.

CARRIED.

Moved by Mr. Korz:

That Clause 6.2, Area Five recommendation be amended to read as follows:

a) That a drop-off location for parents be constructed on the Norwood Park School site effective 1990 09 01.

Dr. Johnston suggested the inclusion of "\$35,000" to indicate the cost of constructing this drop-off site.

At Mr. Korz' request, Mr. Orlando indicated that the \$35,000 was a preliminary estimate and this sum had not been included in the budget.

Trustees Hill, Stewart and Kennedy spoke in opposition to any addition to the 18.1% budget increase.

Mr. Stewart questioned why this amount was not included in the recent budget if this item had been promised.

Mr. Desmarais clarified his right to vote on this item, which he understood to be a General item.

Mr. Korz was in agreement with Miss Detwiler that this item had been requested for inclusion in the budget but had "vanished" as part of the Norwood Park renovations. They expressed concern about the safety factor involved and emphasized this drop-off site was long overdue.

The motion was put to a vote and was LOST.

Moved by Mrs. Clarke: (Area Five, Clause 6.2)

That a drop-off location for parents be constructed on the Norwood Park School site effective 1991 09 01.

CARRIED.

A discussion followed about scheduling a second night to complete the Accommodation Report.

The members agreed that a Special Meeting of the Operations Management Committee be scheduled for Thursday, July 5th as the Development Committee meeting has been rescheduled to Thursday, July 12th, following the regular Personnel and Organization Committee meeting.

Several trustees indicated they would be unable to attend on July 5th.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

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URBAN MUNICIPAL

AUG 16 1990

GOVERNMENT DOCUMENTS

GOVERNMENT DOCUMENTS
MINUTES OF THE
SPECIAL MEETING OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 07 05

Present: M. Cunningham (Chairman); Trustees Korz, Penner, and Rogers.

Not

Present: Trustees Baskin, Desmarais, Lowe and Clarke.

Also

Present: Trustees Allen, Bishop, Deans, Detwiler, Johnston, Kennedy and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
R. Orlando, Superintendent of Plant
P. Beveridge, Superintendent of Curriculum, Special and Educational Services
R. Kawai, Superintendent of Information Management Services
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
D. Rothwell, Superintendent of Schools - Area 5
R. Lavoie, Superintendent of Schools - French as a First Language
G. Rappolt, Assistant Superintendent of Curriculum
R. Kennedy, Assistant Superintendent of Staffing
J. Yurkiw, Assistant Superintendent of Special Services
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

The Special meeting of the Operations Management Committee was called for the purpose of continued discussion of the Accommodation Report - 1990.

The members in attendance waited the mandatory twenty minutes and due to a lack of quorum, the meeting adjourned at 19:25 hours.

Read and approved,

.....
Chairman

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GOVERNMENT DOCUMENTS

GOVERNMENT DOCUMENTS

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OPERATIONS MANAGEMENT COMMITTEE
1990 07 10

GOVERNMENT DOCUMENTS
(Board of Ed.)

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GOVERNMENT OF INDIA

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 07 10

Present: M. Cunningham (Chairman); Trustees Baskin, Korz, Lowe, Penner, Rogers and Clarke.

Not
Present: Trustee Desmarais.

Also
Present: Trustees Allen, Bishop, Deans, Detwiler, Hicks, Johnston, Kennedy, and A. Stewart

Officials
Present: K. Rielly, Director of Education and Secretary
 A. Stockwell, Associate Director of Education
 B. Sinclair, Superintendent of Human Resources
 R. Orlando, Superintendent of Plant
 P. Shewfelt, Superintendent of Finance and Treasurer
 R. Kawai, Superintendent of Information Management Services
 N. Nicholls, Superintendent of Schools - Area 2
 P. Gillie, Superintendent of Schools - Area 4
 G. Rappolt, Assistant Superintendent of Curriculum
 G. Rutledge, Controller
 S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1990 06 12 meeting be approved as presented.

CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Asbestos in our Buildings:

Update

Mr. Orlando advised that 10% of the work at Sir John A. Macdonald School is completed and he anticipates this work will be finished by September school opening. The work at Sir Winston Churchill is 60% completed and should be finished in the next month. Renovations at Cardinal Heights are approximately 10% completed, while work at Delta, Scott Park and Ainslie Wood Schools is scheduled for this Fall. Thirty percent of identified repairs are now completed. Of the \$3.4 million budgeted for asbestos, Mr. Orlando stated that 80% or \$2.8 million has been spent or is committed.

Ms. Stewart referred to the asbestos in Hamilton Place and the co-operation their management was receiving from union personnel. She found it interesting that they are also using Pinchin Consultants.

Mr. Kennedy complimented Mr. Orlando and his staff on their handling of the asbestos situation over the past year.

Mr. Hicks cited the \$3 million in grants this Board received from the Ministry following this year's Budget approval and asked that any cost over-run be taken out of the 1991 budget grant money.

Mr. Orlando agreed that any problem that was not covered in this year's program and budget, would be included in next year's work. In reviewing the inventory, Mr. Orlando thought there would be another five or six projects, although none are expected to be as extensive. He considered there was still enough flexibility in the unspent portion of this year's budget to cover any other items of which we may not be aware.

Mr. Hicks appreciated the officials delaying further repair programs other than extreme health situations, until next year so that the burden falls to the Government rather than Hamilton taxpayers.

In response to questions from Mrs. Deans, Mr. Orlando advised that Sherwood Heights was inventoried for asbestos. His recollection is there is some asbestos in the building, but no major problem. Further, he was unaware of any employee health problem that was attributable to asbestos.

Mrs. Baskin advised that she had inquired regarding asbestos in the Anshe Sholom Temple and reported it was asbestos free.

It was agreed:

That the verbal update regarding Asbestos in our Buildings be received for information.

Report from the Officials re Lot Levies (Bill 20)

Mr. Shewfelt noted that Bill 20 was passed last year and provides School Boards with the option of imposing education development charges on new housing construction to finance up to 100% of the approved local share of growth-related school construction.

At the March Board meeting he was authorized to develop recommendations, regarding the implementation of lot levies, with the Wentworth Public and Hamilton-Wentworth Roman Catholic Separate School Board. In a meeting with the other School Boards, representatives of two consulting firms with expertise in lot levies were requested to provide proposals for consideration to assist in reaching a decision towards implementation or rejection of lot levies. The successful firm will make a presentation to each of the Boards involved and he anticipates this will occur for our Board at the Operations Management Committee meeting of September 11th.

Mr. Hicks asked if a decision was made in the near future, would time allow for its inclusion in the 1991 budget.

Mr. Shewfelt's initial reaction was that it would depend on the consulting firm, and the possibility of a two year implementation period due to the time consuming process involved.

Mrs. Deans cited the recent increase in lot levies applied by the City and Region, and inquired regarding the increased levy that might be applied by the Board.

Miss Cunningham advised such discussion should take place at the time the consultant presents his report.

Mr. Hicks complimented the officials on the tri-board approach to this situation and commented on the savings to the taxpayers.

It was agreed:

That the verbal update regarding Lot Levies (Bill 20) be received for information.

Delta Secondary School
- Cafeteria

Mr. Rielly stated this report was in response to questions raised at the previous Operations Management meeting. He apologized that the package was not available to trustees with the early agenda distribution.

Miss Cunningham clarified for the members that this report deals with a motion passed at the June Operations Management Committee meeting regarding Delta renovations, which read: "That \$500,000 from the estimated cost be held for cafeteria purposes pending a report from the officials."

Mrs. Nicholls reviewed the report in detail and, in closing, hoped it would clarify issues as raised at the previous meeting.

Canon Rogers expressed his pleasure with the information and stressed the importance of ensuring the Food Service program starts the second semester.

Moved by Canon Rogers:

That the \$500,000 for Delta cafeteria purposes, being held by motion at the 1990 06 12 Operations Management Committee meeting pending a report from the officials, be released.

Throughout the discussion many of the trustees complimented Mrs. Nicholls on her informative report.

Dr. Johnston, noting the growth trend in service industries, asked how this program differed with or compared to the program offered by Community Colleges. He was delighted reference was made to various job experience programs and expressed interest in the possibilities. He questioned the definition of the term "break even basis" and whether the teacher was a cook, who the lay assistant was and if their salaries would be included in the break even basis.

Mrs. Nicholls stated the program will be taught by a teacher who is assisted by a cook (lay assistant). As a credit course, salaries would not be included in the break even cost. The term "break even" meant that no additional revenues would be sought to supply food for consumers. Therefore, the cost of operating the program will be on a "break even" basis but would not include replacement equipment, as neither do other school programs such as welding or wood. In clarifying Dr. Johnston's reference to links with business and industry, she stated co-op placement is very plausible due to the many food service businesses. The School Workplace Apprenticeship Program (S.W.A.P.) apprentice program provides an exciting opportunity.

Dr. Johnston asked if the Board had guidelines regarding sale of food to the public or outside of schools.

Mr. Kilby, Principal of Delta, stated the practice is that a function held at the school includes a labour charge from which students are paid minimum wage.

Dr. Johnston asked that copies of this policy be made available as he is aware of other School Boards who had problems in this regards. Mr. Rielly agreed with this request.

Ms. Stewart offered her support for the motion and stated her appreciation of Dr. Johnston's question that clarified that "break even" was on supplies not capital costs. Mr. Kilby assured Ms. Stewart that a comparison between Delta and Gordon Graydon was valid as they were both located near malls.

Mrs. Bishop spoke of visiting the unsuitable facilities at Delta and agreed the layout by Beaver Foods would make better use of the space. She still had concerns about the meals to be provided and that utilities, replacement costs and the cook's salary were not to be included when calculating the "break even" point. She then proceeded to question the Gordon Graydon program and student populace.

Mrs. Bishop spoke of her reluctance to provide money for hot meals rather than for another program, but suggested that the meal charge should be "cost plus 10%". She worried about how this program, especially at the beginning of the semester, would provide meals for between 350 to 400 students (as presently catered by Beaver Foods). She hoped this program would be watched carefully with a report to be made following a year's operation which would detail all costs such as utilities and wages in order to provide a clear understanding of the financial commitment involved.

Mr. Kennedy questioned the comparison to a school outside of our system, however, Mr. Stockwell advised that the comparison was intentional as this was the establishment of a vocational program in a composite setting, as are the settings in these other Boards.

In response to another question from Mr. Kennedy, Ms. Rappolt advised that currently 1,350 students receive co-op credits and this would provide a further opportunity for growth in that program.

Miss Cunningham clarified for Mr. Hicks that the \$500,000 was part of the \$1,500,000 budgeted for Delta. Mr. Orlando added that this covered both equipment (totalling \$192,000) and renovations for the cafeteria. He concluded that the approved tender totalled \$1,551,625 and could result in a cost overrun of \$51,625 although if the contingency fund was not used it would reduce or eliminate an overrun.

Mrs. Nicholls admitted that at the time Beaver Foods designed the layout of the kitchen to maximize student traffic flow that no set dollar figure had been stipulated. Having worked with Beaver Foods under similar circumstances at Mohawk

College, Mr. Hicks stressed the importance of that kind of information to work within their design consideration.

Mr. Hicks fully supported Mrs. Bishop's suggestions to add 10% to the cost of food as a strategy for officials to consider and monitor the program. As he wished the opportunity to review the details of the report more closely, it was

Moved by Mr. Hicks:

That the report from the officials regarding Delta Secondary School - Cafeteria be referred to the September meeting of the Operations Management Committee.

Mr. Allen called attention to the high cost of providing good education and the difficulty in articulating rationale to the average person. He was supportive of the referral if it would not impact negatively on the program's implementation.

When Mrs. Baskin queried if delaying a decision would impact negatively, both Mr. Rielly and Mrs. Nicholls confirmed the detrimental effects. Mr. Orlando added that this one month's delay to July would not affect the contractor, however he cautioned that a further delay to September would result in insufficient time for the contractor to order materials and complete installation prior to January 31st. Mr. Kilby noted the added restraints that would be placed on the renovations as students would be using the cafeteria. He also pointed out that he has only two other practical programs for those students, and delaying the Food Services program would place students, parents and the school in a serious situation.

Mrs. Deans supported Canon Rogers' motion and hoped that nutritious affordable meals would be served.

Canon Rogers spoke against the referral recalling the number of time parents of Albion and Briarwood students were promised they would receive a complete vocational education. He added that withholding the Food Services program would deprive a large number of students the opportunity for gainful employment and would fail to serve those in greatest need.

Miss Detwiler echoed the sentiments of Mrs. Baskin and Canon Rogers, and would not support the motion to refer.

Mr. Allen, in view of the negative impact which would result from the referral, withdrew his support.

Mr. Korz, while appreciating the report, stressed that a report of such importance should have been to the trustees earlier. He warned the officials that trustees are unwilling to make financial decisions with insufficient time to consider the implications of reports. As such, he would be supporting Mr. Hicks motion to refer.

Mr. Stockwell responded that due to the nature of this report and the short preparation time, it was not possible to include it in the delivery. Officials would have brought the report

in September except for the reasons as detailed by Messrs. Orlando and Kilby and Mrs. Nicholls.

When Mr. Korz continued to protest the lack of time to study the document, Miss Cunningham concurred he was justified in his comments, although she could also appreciate the time and work involved in its preparation.

Mr. Hicks recalled budget concerns raised by Mrs. Bishop and Mr. Mulholland and asked that in delaying a decision, the officials consider ways to reduce costs. He noted no figures had changed from the earlier report, although questions and concerns had been answered from the last meeting. Mr. Hicks did not consider it necessary to spend \$663,825 immediately for a total of 116 students but that this figure should be scaled down at first and increased if the program enrolment justifies. He concluded that his concern was financial, and that trustees must be fiscally responsible throughout the year.

The motion to refer was put to a vote and was LOST.

In supporting the motion to release the \$500,000, Dr. Johnston asked that officials consider Mr. Hicks' suggestion to reduce or delay purchases of cafeteria equipment that would have little detrimental effect on the program.

Mrs. Baskin expressed her opposition to the purchase of cheap equipment as, in her experience, you did not save money in the long run.

When Canon Rogers requested that the question be called, Mr. Korz attempted to amend the motion to include the figure \$400,000 rather than \$500,000. Miss Cunningham explained that the \$500,000 had already been approved making his motion out of order.

The motion was then put to a vote and was CARRIED.

NEW BUSINESS:

Recommendations of the Director of Education

Moved by Mrs. Deans:

That the following recommendation of the Director of Education be approved:

a) That a grant application in the amount of \$3,800 to the Ministry of Education: Summer Experience '90 Program for three students to assist in the See and Be Program (Community Schools) be approved, at no additional cost to the Board.

Mr. Paterson, Senior Accounting Analyst, outlined the purpose of the See and Be Program at Robert Land and Parkdale Schools is to improve and maintain reading skills of children aged 5 to 12. Children are recommended by teachers into this program.

In response to Mr. Allen's question, Mr. Paterson advised that Hamilton area students are employed in this program and are chosen from applications sent to this Board by the

Ministry.

The motion was voted on and was CARRIED.

Presentation of Petition
regarding Education Taxes
- Mr. J. Hadrevi

(During the meeting, this presentation was dealt with as the first item of business.)

Mr. Hadrevi, on behalf of taxpayers in Hamilton's east end, presented a petition of 150 signatures protesting the recent 18.1% increase in the Education tax levy. He stressed the hardship to those on limited incomes and pensions and warned that the Board must be more fiscally responsible or face a tax revolt.

Moved by Mr. Hicks:

That the Petition regarding Education Taxes, presented by Mr. J. Hadrevi, be referred to the Working Group to Review the Budget Process.

Mr. Hicks believed that referring the petition to the Working Group would heighten their awareness of taxpayers' concern and would allow the trustees to contact Mr. Hadrevi, possibly through the paper, once a plan was formulated.

Miss Cunningham explained for Mr. Hadrevi that a Working Group had been established to review the budget process as a result of the Board's concern about the tax burden.

Noting the detail contained in the Budget Book, Mr. Kennedy expressed his opposition to this referral and the necessity of forming a Working Group.

Mrs. Bishop appreciated the concern shown by Mr. Hadrevi and inquired if he would be presenting a petition to the Provincial Government in view of their decreased funding of education in recent years.

Mr. Hadrevi affirmed he had a petition to present to the Legislature.

Canon Rogers supported Mr. Hicks' motion and thanked Mr. Hadrevi for appearing before the committee.

Mr. Korz was disturbed that trustees who were unwilling to make tax cuts during the budget process now compliment Mr. Hadrevi on his presentation and want to refer it to a Working Group. He found it misleading to blame the Provincial Government solely for the increase, pointing out that ambitious programming was costly. Mr. Korz advised he would also be presenting petitions as a result of the tax increase.

Mr. Hicks related the progress already made at the first meeting of the Working Group to Review the Budget Process.

Mrs. Deans supported the motion while stating that, to her memory, this was the first petition which resulted from education tax increases.

Mrs. Stewart called the question and the motion was put to a vote and was CARRIED.

Mr. Korz asked why he did not receive a notice of the first meeting of the Working Group to Review the Budget Process as he had requested to be included in its membership.

Mr. Rielly responded that, as this is not a Committee per se, only the members of the Working Group received notices of the meeting.

Mrs. Clarke noted the success of previous Working Groups with a small membership who report back to the Committee. She agreed the practice was to send notices only to those trustees in the Working Group, but suggested this might be reviewed by the Rules and Regulations Committee.

The motion was put to a vote and was CARRIED.

Miss Cunningham thanked Mr. Hadrevi for bringing this concern to the trustees' attention.

As a point of clarification, Mr. Hicks welcomed Mr. Korz' participation at the Working Group meetings, noting that community input was also being invited.

Miss Cunningham suggested that Mr. Hicks' motion establishing this Working Group be considered at the proper time and amended, to which Mr. Hicks agreed. Mr. Hicks then advised the next meeting of the Working Group to Review the Budget Process was scheduled for 17:00 hours, Tuesday, July 24th.

Burglary/Vandalism and Glass Report

Mr. Kelterborn, Manager, Property and Insurance, presented the report and requested members to alter the figures of \$138,749 and \$67,432 to \$85,452 and \$15,442, respectively.

Mr. Kennedy recalled a previous category entitled Mysterious Disappearances (M.D.'s), and Mr. Kelterborn explained these figures are included with Burglary. In 1988 the total for Mysterious Disappearances in the elementary and secondary schools was \$22,000, and dropped to \$16,000 in 1989.

When Mr. Kennedy suggested this figure be again included in the report, Miss Detwiler recalled that, in her experience, it would be difficult to ascertain when items were taken if they were used on a weekly on infrequent basis.

Mr. Kelterborn did not have a theory regarding the drop in glass costs, when asked by Ms. Stewart. Mr. Orlando noted the reduction in the number of occurrences and the Board's use of lexan in areas susceptible to vandalism.

Moved by Mrs. Bishop:

That the Burglary/Vandalism and Glass Report for 1989 be received for information only.

Mrs. Bishop considered the ratio between the \$16,000 and \$360 million of property as an indication that Mysterious

Disappearances are not a problem requiring separate itemization.

Mr. Allen asked if any restitution is sought from perpetrators against our property. Mr. Kelterborn responded that in 1989, \$2,931 was billed to individuals and students, of which \$2,466 was recovered, representing an 84% recovery rate.

The motion was put to a vote and was CARRIED.

Proforma Budget

Mr. Shewfelt indicated the Proforma Budget is the culmination of time, effort and participation, not only of the Financial Department, but also includes a commitment of all Senior Management, reflective in the quality of this document.

Ms. Veerman, Budget Manager, presented and reviewed the Proforma Budget stating it is a projection of expenses and revenues for the upcoming year, prepared from a number of sources, such as the prior budget, with an interest rate of 11.5%.

Mr. Korz referred to the substantial increase in the total of New and Replacement Equipment and asked if this was a "doubling up" effort in response to the severe cut-backs in the last budget.

Ms. Veerman explained that in 1989 the total budget for New and Replacement Equipment was approximately \$3.8 million, which was cut down to \$1.8 million in the 1990 budget. For the Proforma Budget, the original 1990 requests were used with an added 5% inflation factor, which results in the 1991 figure being fairly close to the 1989 budget figure.

Miss Detwiler inquired regarding the Goods and Services Tax (G.S.T.) and Mr. G. Hardman, Manager, Purchasing explained that the GST will replace a hidden 13.5% Manufacturer's Tax with the intent that costs to wholesalers would fall. If the costs are reduced then, even after the addition of the Ontario Sales tax of 8%, prices, in theory, should be lower.

Mrs. Deans stated that the Proforma and the GST clearly explains what trustees are up against at Budget time and was disappointed that Mr. Hedrevi was not still present during this discussion.

Throughout the discussion of the Proforma Budget, many of the trustees commended Mr. Shewfelt and his staff on the preparation of the Proforma Budget.

Mrs. Baskin observed that the Proforma Budget reflects the effect of the increases from one budget on the next budget, particularly Lines 1 and 2. She hoped it would help trustees be prepared for the upcoming budget. She stated her opposition to the severe cut, then doubling up of the Equipment budget.

In response to Mrs. Bishop's question, Mr. Rielly advised that the officials, besides assisting in the preparation of the Proforma Budget, will use it to set overall direction of

fiscal spending over the next year in association with the Superintendents of Schools. Further, he considered this a planning document, to be expanded upon over the next 5 to 10 year period. He did not foresee the lifting of severe financial restrictions in the near future.

Moved by Mrs. Bishop:

That the 1991 Proforma Budget be received for information.

Mr. Allen referred to page 10 on Energy costs and warned that the Proforma estimates were probably low in view of expected large increases in the cost of natural gas and hydro. He also noted the Ontario Treasurer stated there would be a new sewer system throughout the province, with added taxes and water taxes. These items will have serious implications for our budget.

Mr. Hicks stated his intent to refer the Proforma Budget to the Working Group to Review the Budget Process. He then referred to the inclusion of the Painting Program in the Proforma Budget and asked if this is a projection of future decisions of the Board or a completion of a current program.

Mr. Shewfelt stated that this example highlights certain assumptions that are made in the preparation of the Proforma Budget. Noting significant reductions in this area in the 1990 Budget, the Proforma Budget now reflects an increase back to the 1989 level. In future considerations, this figure could be a starting point.

Mr. Hicks referred to Mrs. Bishop's question about how the officials would use the Proforma Budget, but stressed it is trustees who decide on the final figures for budget, and the need for them to be extremely watchful when making financial decisions. Mr. Hicks asked about the future process, recalling trustees' past frustrations during budget. He asked about areas that might have a significant impact on the Proforma Budget, from the viewpoint of the official, i.e., staffing, salaries and wages.

Mr. Hicks explained that under a co-operative model, both trustees and officials must be aware of "stumbling blocks" in the past, both financial and in communication, i.e. percentage versus wish list.

Mr. Rielly indicated that the Superintendents of Schools are already working in association with Mr. Rutledge and Mr. Shewfelt to alter the process in terms of the budget.

Mr. Kennedy questioned the 17% increase for transportation.

Ms. Veerman stated that Ms. S. Wilson, Transportation Supervisor, submitted this increase, which is reflective of estimated costs involving carriers, and takes into consideration the location of schools.

Mr. Shewfelt added that in the past ten years, transportation has increased at an average of 17%. This reflects the cost

of additional routes, increased students and the type of student being transported. Mr. Shewfelt had heard nothing to indicate a cut in transportation grants.

Dr. Johnston and Mrs. Deans raised the possibility of tri-Board co-operation in such areas as insurance, garbage and the purchase of textbooks.

In response to Dr. Johnston's inquiry, Mr. Shewfelt stated this Board is involved in a very successful natural gas consortium as well as an insurance consortium.

Answering Mrs. Deans' suggestion, Mr. Hardman advised that purchasing "in bulk" has been checked into, however drawbacks result as the Boards differ on the textbooks to be purchased. Wherever it can be done, we are taking advantage of bulk purchasing, however he added that too large a group often results in added delivery costs, negating any savings benefit.

The motion was put to a vote and was CARRIED.

Moved by Mr. Hicks:

That the 1991 Proforma Budget be referred to the Working Group to Review the Budget Process.

CARRIED.

Miss Cunningham thanked Ms. Veerman and Mr. Shewfelt.

Proposal for Computers in
Education Hardware -
1990-1991

Mr. Stockwell advised that when grant allocations were received from the Ministry during the budget process it was apparent that this Board was eligible for increased computer grants at no cost to the Board.

Ms. Rappolt acknowledged those involved in the preparation of this report (D. Didur, L. Veerman and G. Rutledge) and reviewed the rationale within the report.

Mr. Rutledge presented the financial implications as outlined on Page 23.

Moved by Mrs. Baskin:

That additional computer hardware equipment in the amount of \$407,000 be approved at no additional cost to the Hamilton Board of Education.

Trustees Baskin and Johnston stated this was one area in which the Ministry should be commended.

The motion was put to a vote and was CARRIED.

String Program

Mr. Stockwell informed trustees this was the first attempt to convert a Board program to a user-pay basis. In bringing this report, Mr. Stockwell voiced parents' concern that the implementation of this program not be delayed.

Ms. Rappolt recalled the process of working with the community and the parents' concern, understanding and support in the promotion of fund raising.

Mr. Rutledge summarized the estimated per pupil cost of \$250, based on the direct costs of the program as detailed on page 28.

Ms. Stewart emphasized the innovation used to continue the String Program as an indication of the future of "peripheral" programs. She commended Ms. C. Colenbrander, Mr. Mallory and Ms. Rappolt for their work. She then asked if a drastic decrease in student numbers would affect the estimated cost as indicated. Ms. Stewart understood a child withdrawing from the program forfeits the fee.

Mr. Rutledge agreed an increase in fees was a possibility, due to the number of fixed costs associated with this program.

Mrs. Deans opposed a \$250 user-fee fearing it removed the choice of participation from those that cannot afford these lessons. She then urged trustees to read Hugh Fraser's June 12th column and his commentary on the impact of a user-fee on this program.

Mrs. Baskin echoed Mrs. Deans' sentiments and suggested the officials investigate the provision of bursaries or scholarships. In particular, she referred to a Sino-Canadian Bursary which has not been awarded in years due to its narrow qualifications, Mr. Shewfelt disclosed that he had contacted these donors and they were unwilling to change the bursary.

Mr. Korz observed that hard decisions have to be made throughout life in financial considerations.

Moved by Mr. Korz:

That the following recommendations regarding the String Program be approved:

a) That the fee for the 1990-91 school year be established on a user pay basis giving consideration to instalments and reduced rates for siblings.

b) That the 1990-91 program be monitored carefully by Senior Management to determine the impact of the user pay fee structure.

CARRIED.

Tenders - James MacDonald Addition

Mr. Orlando commended the Board's architect and the design work for the competitive number of tenders received in response to our advertisement. The overall estimated cost of \$849,000 is approximately \$150,000 or 15% under the amount approved in the Budget of \$1,000,000.

Moved by Mr. Korz:

That the following recommendations regarding the addition to James MacDonald School be approved:

a) That a contract be awarded to Demik Construction Ltd. in the amount of \$657,000 and

b) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of eight hundred and thirty-seven thousand dollars (\$837,000) for the addition to James MacDonald School, 200 Chester Avenue in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment terms not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

c) That other costs, including furniture and equipment be financed from Capital Reserves.

CARRIED.

Tenders - Centennial
Addition

Mr. Orlando presented the report, again noting the number and competitiveness of the tenders, with a total estimated cost of \$1,851,000 which is 12% under the approved Budget estimate of \$2,080,000.

Moved by Mr. Korz:

That the following recommendations regarding the addition to Centennial School be approved:

a) That a contract be awarded to Martin-Stewart Contracting Ltd., in the amount of \$1,501,000 and

b) That the project be funded from Capital Reserves in the amount of \$1,851,000.

CARRIED.

Allotment of Parking
Spaces - G. L. Armstrong,
Lawfield/Vern Ames and
Norwood Park Schools

Mr. Orlando reported that applications to the City for building permits to provide portables at these three sites were turned down due to insufficient parking space. The City's Committee of Adjustment upheld this ruling and in order to occupy these portables this Fall, Mr. Orlando proposed extra parking spaces be built during the Summer.

Mr. Korz referred to the continuing problem experienced at Norwood Park School created by students being driven to school in order to participate in the French Immersion program. He recalled at the July, 1989 Operations Management meeting, approval was given for renovations to the school, at which point the turnaround driveway was discussed. He understood the amount of money approved for renovations

included the construction of the driveway. Mr. Rothwell later advised that the driveway was put on hold pending a traffic study, which later re-enforced the need for the turnaround driveway. Mr. Korz cited neighbourhood pressure as a cause for our application being turned down. Mr. Korz communicated his displeasure with the lack of results.

Miss Cunningham stipulated that her understanding is that these portables cannot be occupied unless we comply with the by-law and provide more parking spaces and therefore was unrelated to the turnaround driveway.

Mr. Korz maintained the two were interconnected as many residents came to oppose our application for exemption at Norwood School because of the lack of the turnaround driveway.

While sympathetic, Miss Cunningham maintained the turnaround driveway and parking spaces were different issues.

Mr. Allen inquired about the by-law and Mr. Orlando stated the by-laws are based on the number of classrooms (including portables) to arrive at the required number of parking spaces.

When Mrs. Deans inquired as to how these parking spaces would be provided, Mr. Orlando responded plans are underway to use the existing asphalt and extend the parking lot through excavation using stone and asphalt.

Mrs. Deans advocated using the opportunity to put a stone turnaround site on that location at the same time equipment is present to extend the parking lot.

Miss Cunningham reminded Mrs. Deans that a motion was passed at the Accommodation meeting that the turnaround driveway would be constructed for September, 1991.

Moved by Mr. Korz:

That while equipment is on the site of Norwood Park School to add more parking spaces, we proceed with the turnaround driveway.

When Miss Cunningham stated she could not accept his motion, Mr. Korz challenged the chair and requested a recorded vote.

The challenge was put to a vote and was LOST, with Trustees Deans and Korz voting in favour and Trustees Rogers, Bishop, Johnston, A. Stewart, Lowe, Detwiler, Kennedy, Hicks, Allen and Clarke opposed.

Mr. Allen wondered if a simple remarking of spaces could be done, but Mr. Orlando advised against this approach and added it would not provide the required additional parking.

In response to Miss Cunningham's question regarding the expense, Mr. Orlando stated he would use budgeted funding allocated to the account for portables approved by the Board.

Mr. Kennedy asked if a lawyer had been consulted in this regard and cited downtown businesses in violation of this by-law.

Miss Cunningham replied that the City was embarking on stricter enforcement of parking by-laws resulting in the denial of the Board's request for exemption. Mr. Orlando advised no legal advice had been sought, and that while all property owners fall under the by-laws, businesses would fall under different sections of the by-laws and would have to meet different requirements.

Mrs. Deans questioned how the Board could justify having money for parking spaces but not a turnaround driveway.

Mr. Korz objected to not being placed on the Agenda as he had requested but Miss Cunningham advised him that if his proposal would impact on the decision made at the Accommodation meeting, he would need a two-thirds majority.

It was agreed:

That the verbal report on the Allotment of Parking Spaces -G. L. Armstrong School - Lawfield/Vern Ames Schools and Norwood Park School - be received for information.

Laurier Children's Centre

Mr. Stockwell reviewed the report.

Moved by Canon Rogers:

That the opening of the Laurier Children's Centre be approved under the auspices of the Umbrella Family and Child Centres of Hamilton, Inc. for operation beginning in the 1990-91 school year.

Miss Cunningham, while not opposed to the Child Care Centres, was concerned that the Board may incur any expenses.

Mr. Stockwell admitted that some costs related to cleaning, and utilities are paid by the Board. This Fall, a report regarding the Child Care Program will be brought to the Board and Mr. Stockwell advised that Mr. Kelterborn is working with the Umbrella Committee regarding the possibility of recovering some of these costs through a rental fee, recognizing that such a fee could not be high.

Mrs. Lowe noted that the salary of the Child Care Program Leader should also be taken into consideration.

Mr. Stockwell verified for Mr. Hicks that none of the Child Care Centres operating on Board property are currently charged for cleaning or utilities, a situation that may change with the presentation of a report from officials this Fall.

In response to Mr. Hicks' question, Ms. Powell-Fralick, Child Care Program Leader, advised that the Centres are aware of the review of the Child Care Policy and the possibility of rental fees. Approval this Fall, would allow the Centres

time to incorporate the rent into their budget and fee structure.

Mr. Hicks expressed pleasure that a rental fee is being considered in the Child Care Policy in view of the user-pay basis of the String Program.

Ms. Powell-Fralick clarified for Miss Detwiler that the enrolment of 15 students from Grade 1 to 5 meant these students use the facility before and after classes.

Noting these Centres were run on a non-profit basis, Mrs. Deans stated that the benefits to the system far outweigh costs to the Board.

Mr. Korz understood that if more space was available, numbers could be increased.

Ms. Powell-Fralick affirmed the increase would be in the Grades 1 to 5 students who use the facility before and after school. Negotiations for extra space would occur with the Principal.

When Mr. Korz expressed concern in light of accommodation demands, Mr. Stockwell informed him that First Base programs also operate in a number of our schools, and are similar in that they only require the accommodation outside of school hour use.

At Mr. Allen's request, Ms. Powell-Fralick outlined the membership of the Advisory Committee.

Mr. Korz requested a recorded vote. The motion was put to a vote and CARRIED with Trustees Rogers, Baskin, Bishop, Johnston, A. Stewart, Cunningham, Deans, Lowe, Detwiler, Kennedy, Penner, Hicks, Allen and Clarke voting in favour and Trustee Korz opposed.

Environmental Literacy: A Co-operative Approach

Moved by Mr. Allen:

That the Director of the Hamilton Board of Education begin discussions with the Hamilton Region Conservation Authority, the Hamilton-Wentworth Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board regarding a co-operative environmental plan.

Ms. Rappolt reviewed the report stating Mr. Jack Lee has acted as our liaison with the Hamilton Region Conservation Authority and noted that it is not a curriculum issue.

The motion was put to a vote and was CARRIED.

Report of the Committee Re Policies for Food Consumption on School Properties

Mrs. Bishop presented her report, stating her appreciation of the support and hard work of the committee members.

Moved by Mrs. Bishop:

That the following recommendations of the Report of the Committee Re: Policies for Food Consumption on School Properties be approved:

a) That the total school community be involved in improving nutritional understanding in schools.

b) That the Board should encourage staff and students to make good nutritional choices by changing attitudes towards nutritious food and actively promoting foods with good nutritional value.

c) That the Board provides nutritional information to all those involved with food in the schools.

d) That milk be available for sale in all elementary schools wherever possible.

e) That the Board encourage the sale of milk in elementary schools by continuing to tender for milk.

f) That schools be encouraged to sell nutritious items at low or no profit and increase prices on junk food.

g) That school stores be encouraged to explore/offer alternatives to the sale of junk food.

h) That schools continue to explore/offer alternatives to junk food for fund raising.

i) That principals of composite secondary schools ensure that in-put is invited from staff and students, including the student council, about cafeteria services on a regular basis, and they report any concerns to the Officer responsible for the food contracts.

j) That when the contracts for food services are renewed the following be included in any new agreement between the Board and food caterers:

- An on-site visit by a registered dietitian, employed by the food contractors, occur at least once a semester to each site serviced, to monitor the effectiveness and quality of the food service, and to assist with student education around nutrition.

- That all cafeteria employees of the food service caterer must attend, at no cost to the Board, a food handlers' educational program provided by the Regional Municipality of Hamilton-Wentworth Department of Public Health Services.

- That menu items high in complex carbohydrates (cereals, breads, other grain products, vegetables and fruits) and low in fat, be emphasized. To be specific home-style cookies and squares might be offered as alternatives to commercial pies and pastries.

- That the use of salt be limited in food preparation.

k) That the component concerning education on nutritional matters in the elementary lunch room supervisors' in-service training be continued and extended.

l) That the pilot program of in-service training for secondary cafeteria supervisors, which included education on nutritional matters, be continued and extended to include the

management of teenagers, and that this in-service be provided at system and school level.

m) That the Board continue its current policy of funding nourishment programs at compensatory schools.

n) A program review of the vocational food services courses be undertaken as soon as possible (hopefully in the 1990-1991 school year) and that it include:

- goals and nature of the program
- total cost of staff and supplies
- pricing
- outcomes of the program.

o) That a review be considered in 1993 to examine food and nutritional practices of the Board to see if they are consistent with the Board's food policy.

Mr. Kennedy expressed his sentiments in opposition to the work of this committee as he felt the officials and staff have already been doing this.

Mr. Korz commended Mrs. Bishop's hard work. In reviewing the committee's mandate, Mr. Korz expressed reservation that clause n) was inconsistent with the mandate, i.e. production of food rather than the consumption of food. He requested that it be voted upon separately.

Mrs. Clarke thought this had been an excellent committee which had accomplished a great deal. In particular she drew attention to clause j).

Having read the minutes, Mr. Hicks congratulated this committee and Mrs. Bishop for the elevated awareness of healthy eating and nutrition. He asked if deceptive advertising is addressed in the curriculum.

Acknowledging the validity of the question, Ms. Rappolt reported that the committee spent a lot of time on this issue. She briefly outlined the different ways in which deceptive advertising could be addressed in curriculum. However, she pointed out that changes in behaviour towards a healthy attitude require role models to reinforce curriculum.

Mr. Hicks urged the Board to pressure the media via the Ministry to cease giving mixed or deceptive messages to children and students.

Feeling slightly hypocritical due to his love of junk food, Mr. Allen expressed his pleasure with the Food Policy in light of the incidence of heart disease related deaths.

Mrs. Lowe offered her support to the motion and asked, first, if caterers were willing to accede to the contract suggestions, and secondly, how would student education be assisted by a dietician.

Mr. Kelterborn declared that the caterers have a staff dietician who visits each secondary school mainly to monitor

their own staff and ensure menus are properly prepared, however, they are not adverse to speaking to staff and students while on a school visit.

Mrs. Lowe then questioned the term "management of teenagers" under in-service training for cafeteria supervisors on page 41.

Mrs. Bishop replied that cafeteria supervisors would be taught some general techniques to improve their management of teenage behaviour while in the cafeteria.

All the recommendations except clause n) were put to a vote and were CARRIED.

In speaking to clause n) Mrs. Bishop noted that in a vocational school Quantity Cooking course, meals were provided for school students.

Clause n) was put to a vote and was CARRIED.

Moved by Mrs. Deans:

That this Committee continue to sit past 23:00 hours.

CARRIED.

Report of the Special Education Advisory Committee

Moved by Mrs. Bishop:

That the following report of the Special Education Advisory Committee be received for information:

a) That the July 1989 - June 1990 Annual Report, as amended, be accepted for presentation to the July Board meeting.

b) That when this Committee adjourns, it stand adjourned until the September meeting unless called for a Special Meeting by the Chairman of the Board.

When Mr. Korz inquired about the Annual Report, Mrs. Bishop explained that this is the SEAC Chairman's Annual Report to the full Board regarding the past year's work of the Special Education Advisory Committee.

CARRIED.

Summer Adjournment

Moved by Miss Detwiler:

That when this Committee adjourns, it stand adjourned until the September meeting unless called for a Special Meeting by the Chairman of the Board.

CARRIED.

Accommodation Report Meeting Date

Miss Cunningham asked trustees to indicate their approval of a Special Operations Management Committee meeting to continue discussion of the Accommodation Report, at 18:15 hours, Wednesday, July 18th. Members Lowe, Korz, Clarke, Rogers and Cunningham indicated their attendance at the meeting as scheduled.

ELEMENTARY/SECONDARYNEW BUSINESS:Recommendations of the
Director of Education

Moved by Mrs. Lowe:

That the following recommendation of the Director of Education be approved:

a) That the following trip request be approved:

i) That up to 80 senior history students from Hamilton Board of Education Secondary Schools participate in a field study to Washington, D.C., 1990 11 21-24 (Wednesday to Saturday) and that one teacher chaperon be allocated for every 10 students in attendance.

Mrs. Lowe asked if any of the chaperon expenses were paid, and if so, suggested its inclusion in the motion.

Mr. Stockwell indicated such costs are built into the cost of the trip and are not an additional expense.

CARRIED.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

URBAN MUNICIPAL

Sep 28 1990

GOVERNMENT DOCUMENTS

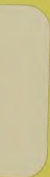
CA4 ON HBL W26
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URBAN/MUNICIPAL
1990

SEPTEMBER, 1990

1990 09 11

OPERATIONS MANAGEMENT COMMITTEE





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OPERATIONS MANAGEMENT COMMITTEE

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REPORT OF THE
COMMISSIONER OF THE
BUREAU OF EDUCATION

FOR THE YEAR 1901

1902

1901

REMARKS CONCERNING THE REPORT

1. The report is for the year 1901.
2. It is a report on the progress of the Bureau of Education.
3. It is a report on the progress of the Bureau of Education.
4. It is a report on the progress of the Bureau of Education.

REMARKS CONCERNING THE REPORT

1. The report is for the year 1901.
2. It is a report on the progress of the Bureau of Education.
3. It is a report on the progress of the Bureau of Education.
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8. It is a report on the progress of the Bureau of Education.

REMARKS CONCERNING THE REPORT

REMARKS CONCERNING THE REPORT

1. The report is for the year 1901.

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 09 11

Present: M. Cunningham (Chairman); Trustees Baskin, Korz, Lowe, Penner, Rogers and Clarke.

Not

Present: Trustee Desmarais.

Also

Present: Trustees Allen, Bishop, Deans, Hicks, Hill, Johnston, Kennedy, Mulholland, Paquin, and R. Stewart.

Officials

Present:

- K. Rielly, Director of Education and Secretary
- A. Stockwell, Associate Director of Education
- B. Sinclair, Superintendent of Human Resources
- R. Orlando, Superintendent of Plant
- D. Skidmore, Superintendent of Program
- P. Shewfelt, Superintendent of Finance and Treasurer
- R. Kawai, Superintendent of Information Management Services
- M. Quinn, Superintendent of Schools - Area 1
- N. Nicholls, Superintendent of Schools - Area 2
- R. Binns, Superintendent of Schools - Area 3
- P. Gillie, Superintendent of Schools - Area 4
- D. Rothwell, Superintendent of Schools - Area 5
- G. Rappolt, Assistant Superintendent of Curriculum
- G. Rutledge, Controller
- S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes of the previous meetings.

Moved by Canon Rogers:

That the minutes of the 1990 07 10 meeting and the special meetings of 1990 07 05 and 1990 07 18 be approved as presented.

CARRIED.

Miss Cunningham extended a welcome to Mr. Darrel Skidmore, the new Superintendent of Program and Mr. Murray Quinn, the new Superintendent of Schools - Area 1.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Presentation re Lot Levies
(Bill 20)

Mr. Shewfelt introduced Mr. Bertrand Wolfman from The Coopers & Lybrand Consulting Group and Mr. Ian Gordon, Solicitor for the Board. He then briefly reviewed the Report on Education Development Charges (Lot Levies).

Stating she was opposed to the concept of lot levies, Mrs. Deans questioned the need to make a decision on this issue if there was any possibility of changes to Bill 20 under the recently-elected NDP Provincial Government. She also inquired regarding the position of the Roman Catholic Separate School Board which had previously been opposed in principle to the implementation of lot levies.

Mr. Shewfelt acknowledged that no attempt was made to contact the new government to verify if modifications were being considered. He stressed that the recommendations, particularly #1, referred to the "concept" of lot levies and, if approved, would not commit this Board to implementation but to a study to consider them which could assist us in looking at long term planning with respect to development on the mountain.

Mr. Rielly emphasized that the Roman Catholic Separate School Board was one of the three Boards involved in the Consortium and would receive a similar presentation by Mr. Wolfman. He also pointed out that Bill 20 has received Royal Assent and doubted that anyone in the new government could respond with respect to any changes to Bill 20.

Mr. Kennedy agreed with Mrs. Deans, adding that Bill 20 was the Liberal Government's way of shirking the responsibility of supporting education. He suggested placing a "hold" on this presentation until the new government's reaction is sought.

Mrs. Baskin remarked that the new government is not in office yet, and that the presentation should proceed to provide information to the trustees.

Mr. Hicks was in favour of getting more information, and asked that a comparison be made to the way the City handled this in the initial stages.

Moved by Mr. Stewart:

That the following recommendations regarding Education Development Charges (Lots Levies - Bill 20) resulting from Tri-Board Consortium deliberations, be referred to the October meeting of the Operations Management Committee:

a) That the concept of education development charges be adopted,

b) That the Director's Accommodation Committee conduct a study to develop recommendations designed to implement the education development charges,

c) That the firm of Coopers & Lybrand be engaged to assist the Board with the study at a cost of \$62,000.00 to be shared by the members of the consortium.

Mr. Mulholland detailed his opposition to lot levies because of increased unemployment and an added expense imposed on first-time buyers. He contended that such a tax should be applied fairly to all homes that are sold, not just to new developments.

Speaking to the motion, Mrs. Lowe agreed the Board might be acting prematurely; however, she was willing to hear the information available from Mr. Wolfman and Mr. Gordon.

Miss Cunningham agreed that the presentation should proceed tonight as the Bill 20 legislation is law and the other Boards in the Consortium would be receiving this same information. She noted the possibility of the Board being in a reduced

income situation for future construction if there is a delay in addressing this source of revenue.

Mr. Hicks requested Mr. Stewart to hold his referral motion until following the presentation and Mr. Stewart agreed.

Mr. Wolfman proceeded with his presentation regarding Education Development Charges (Lot Levies) stating that both the City of Hamilton and the Region of Hamilton-Wentworth have passed lot levy by-laws, although both are being appealed. He detailed the rationale for imposing Education Development Charges and the methodology, calculation and implications resulting from this Board's decision to either use or not use lot levies. If the Board agrees to implement education development charges, the City of Hamilton would collect this levy from the developer at the time the building permit was issued. He also noted that the by-law to implement education development charges is valid for a period of five years.

Mr. Shewfelt added that a minimum of 15 - 17 School Boards are considering levies or are at a more advanced stage than this Board is at present. He cautioned that this Board has no expertise for gathering the background information necessary to justify implementation of the levies and expressed his respect for the work done by Coopers & Lybrand in conjunction with levies on behalf of the City of Hamilton. Mr. Shewfelt stated the Board would benefit greatly from the geographical analysis prepared by Coopers & Lybrand for long term planning purposes, even if lot levies were not adopted.

In response to questions by Mrs. Deans, it was explained that the levy is not based on the cost of the house. The charges levied by the City and the Region on a single family home are \$2,872 and \$7,074, respectively.

Mrs. Deans stated her belief that these charges would be included in the purchase cost of the home, and considered the concept of levies and property taxes to finance education regressive.

Dr. Johnston, in theory, was opposed to lot levies for education purposes. However, as Bill 20 is law and the government has reduced its percentage of support to school boards, he was in favour of investigating alternate forms of revenue. He questioned the issues of retroactivity and the cost to this Board for the study.

Messrs. Shewfelt and Gordon responded that there is no retroactivity until the by-law has been approved. Mr. Shewfelt further clarified that the funds would be managed jointly by the Treasurers of the three Boards and the \$62,000 charge for the study would be apportioned on a cost-benefit basis.

Mr. Allen thanked Mr. Wolfman for the presentation and offered to move the recommendations in the report. He was supportive of exploring all legal avenues to address our future capital needs.

Miss Cunningham noted Mr. Stewart's motion to refer would have to be addressed prior to a motion to approve the recommendations.

Mrs. Bishop concurred with the need to investigate new ways of financing and felt the shared cost of the study represented good value as it would aid long range planning at the Board.

In reply to Mrs. Bishop, Mr. Wolfman explained that the calculation of pupil spaces to implement a levy states each child may be counted for either an elementary or secondary school, but not for both.

Mr. Shewfelt drew the trustees' attention to Page three which details the projects which may be financed by Education Development Charges. If new pupil spaces are needed in an existing school, resulting from new growth, levy funds could be used for these alterations.

Mr. Shewfelt assured Mrs. Hill that the recommendations do not commit this Board to lot levies for educational purposes. In his opinion, the cost for the study would be money well-spent, even if the Board did not implement levies, because of the estimated \$100 million in future capital projects.

Mr. Kennedy considered the Education Development Charges as a way in which to hide increased taxes in light of the already very high taxes paid by the residents of Hamilton. He felt that with an all NDP candidate power base in Hamilton, the Board is in a position to make demands for change.

Mr. Mulholland noted that this Board has had a good track record with respect to yearly tax increases, and that these increases have always been blamed on the government and new program rather than capital costs. While he considered this tax on new homes more fair than placing another burden on seniors' homes, he felt the Board deserves more information. Mr. Mulholland asked for the monetary total of Education Development Charges on top of the approximately \$9800 total of City and Region levies. Further he questioned the costs to the Board, levy total and possible profits to be raised for an average year.

Mr. Wolfman replied that the study would be needed to assess the levy charge. He estimated the public portion may total between \$2,000-\$3,000 per single family unit, but did not know if it would have to be increased somewhat by the Separate School portion. At the most, a combined charge may be \$3,000-\$3,500.

As to administrative expenditures, Mr. Wolfman felt the major cost would be for the study, as the City collects the levy; the other cost relates to maintaining the joint bank accounts.

Mr. Shewfelt suggested to Mr. Mulholland his belief that no additional staff would likely be needed due to lot levy administration.

In response to Mr. Mulholland's query, Mr. Gordon explained that the money collected by the City in any calendar month would be paid to the Board by the 25th date of the following month.

For additional clarification, Mr. Shewfelt again drew attention to the first paragraph of page three stating projects financed through lot levies and then to the fourth paragraph of page four, which stipulates that the Board has the right to exempt senior citizens' complexes, recreational facilities, etc. from the lot levy charge.

Mr. Mulholland understood that funds raised through lot levies would not necessarily be used for construction in the neighbourhoods which are paying the levy.

Mr. Wolfman explained in reply to Trustees Mulholland and Korz the calculation of vacant pupil spaces and the credit for such spaces.

Mr. Gordon added that the OMB would only be involved in the event of an appeal, and that would be only to justify the lot levy.

When Mr. Korz referred to the capital projects on page 9, Mr. Wolfman stated that any work on existing schools that does not add on new pupil spaces cannot be part of a levy. It is meant to be a user-pay principle. New residents cannot be levied to replace existing pupil spaces, but only for new pupil spaces resulting from new growth. Mr. Wolfman further explained, as an example, that an existing school in Block 78 that requires a four room addition due to growth, would be eligible for financing through levy money.

Mr. Hicks thanked Messrs. Wolfman and Gordon for their information. He offered his full support for the lot levy concept as it was apparent during the Budget Review process that innovative ways to finance education in the 90's must be considered. He stressed the key to future financing is "fairness", and consideration of senior citizens. Both Mr. Hicks and Mr. Allen felt that new home owners would understand that the levy was necessary for facilities such as roads, water and schools, i.e., a reasonable return for the added cost. Mr. Hicks approved of the flexibility in projects that could be funded in this manner, but was aware of this Board's conservative approach to new ideas. He was willing to make a decision and go on record as approving further study of the concept as he thought it would be a "win-win" situation.

With due consideration for the motion on the floor, Mrs. Lowe suggested trustees would be more comfortable if the three recommendations were consolidated to read: That the concept of Education Development Charges continue to be studied by the Board through the Director's Accommodation Committee and that the firm of Coopers & Lybrand be engaged to assist the Board with the study at a cost of \$62,000.00 to be shared by the members of the consortium.

Mrs. Baskin agreed with Mrs. Lowe's suggestion, but cautioned that trustees were verbalizing their feelings about lot levies, not speaking to the motion on the floor.

Mr. Shewfelt confirmed for Mrs. Baskin that if these motions were approved, it did not stipulate that the Board was in favour of implementing lot levies. Mrs. Baskin then requested

that the recommendations be voted on separately.

Miss Cunningham noted the motion on the floor was for referral and that if that motion was lost, voting to approve the recommendations could be done by individual clause.

Concerned about housing affordability following lot levy implementation, Mrs. Deans stressed the need for more information. While not opposed to the study, she was opposed to recommendation a).

Mrs. Hill referred to Mr. Hicks' comment that people would be prepared to pay in return for facilities. She asked if there was a time line between collecting the funds and providing the new pupil spaces.

Mr. Gordon replied that the levies are placed in a trust fund and withdrawn when the Ministry has approved a capital project. If the five-year term of the by-law expires before these funds are withdrawn, then they must be considered when setting the next by-law.

When Mr. Mulholland questioned new pupil spaces, Mr. Shewfelt stressed pupil spaces must result from new residential growth. Mr. Mulholland also wondered if the lot levy income would cover the reduction from 75% to 60% in provincial funding of capital projects.

Mr. Wolfman clarified that only the local portion of capital projects could be levied.

Replying to Mr. Stewart, Mr. Wolfman outlined the minimum time line of nine to ten months to implement lot levies. He anticipates a Board levy could be in place for the 1992 construction season.

Mr. Gordon clarified for Mr. Korz that a townhouse unit would be levied at the same rate as a single family dwelling.

Noting the sensitivity of the issue of Education Development Charges, Mr. Rielly explained that officials would like the opportunity to study it further. He indicated that he would be willing to reword the recommendations as suggested by Mrs. Lowe, if trustees preferred to follow that direction.

Mr. Hicks opposed altering the wording of the recommendations. When he asked about the impact of a lot levy on the mill rate, Mr. Wolfman could not comment. Mr. Hicks then questioned whether there would be a reduction in taxes if a lot levy was implemented or costs were debentured and paid through the mill rate.

Mrs. Deans suggested a fourth recommendation be added: That the Provincial Government be approached as quickly as possible regarding Bill 20.

Mr. Stewart's motion to refer was put to a vote and was LOST.

When Mrs. Baskin questioned the legality of the LOST motion, Miss Cunningham responded that trustees now have the right to

deal with these recommendations and she would accept motions regarding the recommendations.

Moved by Mr. Allen:

That the following recommendations regarding Education Development Charges (Lot Levies - Bill 20) resulting from the Tri-Board Consortium deliberations, be approved:

a) That the concept of education development charges be adopted.

b) That the Director's Accommodation Committee conduct a study to develop recommendations designed to implement the education development charges.

c) That the firm of Coopers & Lybrand be engaged to assist the Board with the study at a cost of \$62,000.00 to be shared by the members of the consortium.

Miss Cunningham advised these recommendations would be voted on separately as requested by Mrs. Baskin.

Moved in amendment by Mrs. Lowe:

That the concept of Education Development Charges continue to be studied by the Board through the Director's Accommodation Committee and that the firm of Coopers & Lybrand be engaged to assist the Board with the study at a cost of \$62,000.00 to be shared by the members of the consortium.

Miss Cunningham ruled that she could not accept Mrs. Lowe's motion as she did not consider it to be an amendment. She reminded trustees that the study would come back to the Board for a decision whether to proceed with the implementation of lot levies.

At Mr. Hicks' request, Mr. Shewfelt explained that the intent of the recommendations, particularly a), was to get a "stop-start" determination with respect to the study.

In response to Mr. Hicks' question, Mr. Wolfman said he believed that this Board could feasibly eliminate recommendation a). He felt the other Boards would continue with the study if recommendations b) and c) were passed, as it would not seriously alter the intent of initiating the study.

Moved in amendment by Mrs. Baskin:

That no action be taken on recommendation a) regarding Education Development Charges (Lot Levies - Bill 20) resulting from the Tri-Board Consortium deliberations.

Mrs. Baskin felt it was not necessary to accept or reject recommendation a). She warned that voting against recommendation a) tonight would require a 2/3 majority vote to reopen discussions on lot levies.

A short discussion followed on the amendment. Mr. Hicks asked how you could not take action on recommendation a) and proceed with recommendations b) and c) as they would then be redundant.

Mrs. Clarke preferred that the recommendations be voted on to permit investigation into Education Development Charges. Both she and Miss Cunningham affirmed that the Board would vote on the possible implementation of lot levies following receipt and discussion of the study.

The amendment was put to a vote and was LOST.

Recommendation a) was put to a vote and was CARRIED.

Recommendation b) was put to a vote and was CARRIED.

Recommendation c) was put to a vote and was CARRIED.

Miss Cunningham thanked Mr. Wolfman and Mr. Gordon for the presentation and their advice.

Asbestos in our Buildings: Update

Mr. Orlando provided an Update on the Asbestos in our Buildings as follows:

Sir John A. Macdonald - The Contractor was unable to complete the work scheduled during the Summer and is still in the school to complete work on the 5th floor. The remainder of the work will be deferred to Summer, 1991.

Sir Winston Churchill - Work is complete and the school is occupied.

Cardinal Heights - Work is basically finished except for finishing touches.

Delta, Scott Park and Ainslie Wood - Proposed work is completed for this year.

Dundurn - Uncompleted work will be finished before the end of the year.

With respect to the minor asbestos projects, work has not progressed as priority has been given to the other projects. This area is approximately 30% completed, as reported earlier this year.

Referring to the long range plan, Mr. Orlando stated the inventory is under review by the steering committee and he will bring a report in the near future.

Mr. Hicks asked that the Board ensure that asbestos repairs that are not health-dangerous be conducted in the years 1991 - 1994 when costs could be applied against the \$1.6 million allocated for asbestos from the government.

Mr. Orlando assured Mrs. Deans that all costs are within funds approved for asbestos repair.

It was agreed:

That the verbal update on Asbestos in our Buildings be received for information.

Update on Status of Capital Projects

Mr. Orlando provided the following update on Capital Projects:

Sir Wilfrid Laurier and Elizabeth Bagshaw - work will be completed with classes moving in over the Christmas Break
R. A. Riddell - work is essentially complete and finishing touches are underway. Occupancy expected to take place late September.

Centennial - work underway, with the pouring of footings.

Block 72 - referred to report attached to agenda.

James McDonald - footings are in and bearing walls up. Possible early completion of this job in the Spring.

Delta - Work delayed and being held up for some of the hardware. The cafeteria and communications room work is on-going and hopefully will be complete near Christmas.

Parkview - Complete except for some painting and electrical work.

A.M. Cunningham - the addition is in use although some mechanical system work remains. Completed by month end.

Adelaide Hoodless - At school opening, 10 classes were accommodated in an adjacent church. Four of these classes are now in the school, and another four will be returned within two weeks. Expected completion is November.

Block 87 - out for tenders, recommendation to the October OMC meeting.

Peace Memorial and G. L. Armstrong - interior renovations complete.

Sir Winston Churchill - 50% of the work for the Vincent Massey students is complete; completion by year end.

Roof Repair Program - Work has been completed at Memorial and Sir John A. Macdonald. Work at Cardinal Heights anticipated to be complete mid-October

Boiler Repair Program - All work as approved is complete and will be operational for the heating season.

Painting Program - All interior work is completed as approved. Exterior work to be completed over the next few months.

Portables - All portables are in place and occupied.

Mr. Allen expressed his thanks for the arrangements negotiated with Ryerson Church to accommodate students from Adelaide Hoodless. This resulted in minimum confusion at the school.

Mr. Allen then asked who monitors these expensive building projects on behalf of the Board to ensure proper equipment, and materials are used, i.e. who is guarding our interest.

Mr. Orlando responded that the architect or his consultants have this responsibility although Board staff also does some monitoring. Mr. Orlando acknowledged Mr. Allen's concern and agreed that with the multi-million dollar projects, his human resource was over-extended. He reminded trustees that he had requested a Project Manager prior to Budget.

Mr. Korz thanked Mr. Rothwell for his memorandum regarding G. L. Armstrong School renovations and Mr. D. O'Connor, Plant Department, for his work in connection with the parking situation at G. L. Armstrong.

Mrs. Deans commented on the good quality of the new portables, then asked if children and staff in Cardinal Heights School would be advised regarding the roofing program. Ms. Gillie indicated this would be done.

Alluding to the successful team approach used with asbestos, Mrs. Bishop suggested that such a team approach be applied to oversee our capital projects.

Mrs. Baskin noted architects carry out their responsibilities in safeguarding our interests. She was opposed to any staff increases.

Mr. Mulholland added that not only was our staff and the architect monitoring construction projects, but the building inspectors and the tradespeople themselves.

It was agreed:

That the verbal update on the Status of Capital Projects be received for information.

NEW BUSINESS:

Recommendations of the Director of Education

Moved by Mrs. Bishop:

That the following recommendation of the Director of Education be approved:

That a grant application in the amount of \$5,000 to the Ministry of Education for Professional Development Activities related to the Implementation of Family Violence Initiatives be approved at no cost to the Board.

CARRIED.

Short Term Investments Report

Mr. Newman, Accounting Analyst, reviewed the report.

Moved by Mrs. Baskin:

That the Short Term Investments Report as of 1990 06 30 be received for information.

CARRIED.

Cash Flow Report

Mr. Newman, Accounting Analyst, reviewed the report.

Moved by Canon Rogers:

That the Cash Flow Report as of 1990 06 30 be received for information.

CARRIED.

Miss Cunningham thanked Mr. Newman.

Tenders - Block 72 School

Moved by Mrs. Baskin:

That the following recommendations for a new school in Block 72 (Gurnett Neighbourhood) be approved:

a) That a contract be awarded to The Frid Construction Company Limited in the amount of \$4,064,000 for the

construction of a new Elementary School in Block 72.

b) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of one million and eight hundred and twenty-nine thousand dollars (\$1,829,000) for a new school located in Block 72 (Gurnett Neighbourhood) in the City of Hamilton.

AND FURTHER REQUESTS that said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment terms not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the council of the said Regional Municipality.

c) That other costs, including furniture and equipment be financed from Capital Reserves.

Mr. Orlando drew attention to the competitiveness of the bids for this project and that the bids were well below the estimated total cost.

Mr. Shewfelt referred to the Education Development Charges discussed earlier in the evening. This legislation has received Royal Assent, but following a review of this document, Mr. Shewfelt expressed concern about the percentage rate at which capital projects will be funded by the government. He requested that recommendations b) and c) be withdrawn and stated he would provide the necessary information regarding recommendations b) and c) at the October Operations Management Committee meeting.

The members agreed that recommendations b) and c) be withdrawn.

When Mr. Mulholland questioned the logic of such a motion, Mr. Shewfelt replied the intent would be the same as, in October, he would bring recommendations regarding the debenturing of this project. He wished to clarify, however, the percentage rate of support from the government as it would impact on the sum the Board would have to debenture, i.e., \$1.8 million or a greater sum.

Mr. Kennedy queried cost over-runs incurred by contractors who are awarded contracts based on the lowest tenders.

Mr. Orlando assured Mr. Kennedy that cost over-runs are scrutinized by himself and indicated that material price increases are absorbed by the contractor.

Recommendation a) was put to a vote and was CARRIED.

Emergency Procedures in Schools (requested by Trustee Korz

Mr. Korz detailed an incident at Hill Park School arising from a power black-out at 1:00 p.m., May 24th. At the time the black out occurred, both the Principal and Vice-Principal were absent from the school. After speaking with staff members,

Mr. Korz voiced concerns brought to his attention:

a) the length of time that elapsed before the school was officially closed

- b) the decision making process involved,
- c) the public address system and emergency lighting failed after the 20 minute back-up power supply was exhausted,
- d) students using matches and lighters to illuminate the stairwells, halls, etc.

He acknowledged that, in the absence of the school administrative staff, Ms. Gillie, Superintendent of Schools, was contacted and assumed responsibility for the operation of the school. He questioned decentralization, school-based decision making, and asked who has authority to close the school.

Mr. Stockwell concurred with Mr. Korz that Ms. Gillie assumed responsibility for the school and, acting as a liaison, kept the Director's Office informed of the situation, which ultimately resulted in the dismissal of the students. In considering school closures, Mr. Stockwell stated that the Board first attempts to verify the nature of the problem and possible duration as the Board's first responsibility is to keep the school functioning. The decision to actually close the school is made by the Chairman in consultation with the Director although, if necessary, a Superintendent of Schools could close the school in an emergency situation. Most situations are handled as outlined in the Operating Procedure.

Mr. Korz asked if the Principal of the school had authority to close the school in the event there is no Supervisory Officer available to contact.

Mr. Stockwell responded this would be an extraordinary situation, and could result in unnecessary closures. Further, he thought this would place principals in a difficult situation, but acknowledged that principals can evacuate a school if necessary.

Mr. Korz said the situation gave rise to concerns on the perception of decentralization among staff and students. He questioned whether the Emergency Operating Procedure covered a situation such as that which arose at Hill Park, and in the event of such a black out, what type of signal to use to evacuate the school.

Mr. Stockwell responded that evacuation is covered under the Operating Procedure, and that school personnel could be mobilized to carry the message of evacuation and effect it, if necessary.

Moved by Mr. Korz:

That the Policy on Emergency Procedures be reviewed with input from all staff who had first hand experience with a situation such as this.

Trustees Bishop and Kennedy expressed discomfort in the way this situation was handled by Trustee Korz. They suggested that this situation should have been discussed with the Director or Superintendent of Schools rather than bringing it to a public forum.

Mrs. Clarke agreed, stating that Superintendents of Schools and staff have input into the compilation of Operating Procedures.

Mr. Stockwell added that all Operating Procedures and Business Procedures are being reviewed with the intent they be integrated into one Operating Manual.

Mr. Mulholland considered Mr. Korz' concern legitimate and an opportunity for all trustees to learn from such a situation. He noted Mr. Korz is not accusing anyone, but asking for more information and a review of the Emergency Procedures.

Mrs. Hill believed it was impossible to have Emergency Procedures that would cover every possibility. She asked if such situations and their resolution are evaluated at some point.

Mr. Stockwell stated the situation had been reviewed and was considered to be properly handled.

Mrs. Baskin called the question, which was put to a vote and was CARRIED.

Mr. Korz' motion was put to a vote and was LOST.

Proposed Agreement on the
Structure of the Teachers'
Joint Health and Safety
Committee

The following motion was discussed and approved during an in-camera session of this meeting.

Moved by Mr. Stewart:

That the Board approve the terms of agreement covering the Teachers' Joint Health and Safety Committee.

CARRIED.

ELEMENTARY/SECONDARY

NEW BUSINESS:
Recommendations of the
Director of Education

Mr. Allen indicated that, in future, he will move that any trip requests to New York City be deleted as a result of the recent racial and violent events in that City.

Moved by Canon Rogers:

That the recommendations of the Director of Education be approved as presented.

CARRIED.

Mrs. Clarke reminded trustees of the importance of the Development Committee meeting scheduled for 1990 09 13 and asked for a full turnout of trustees.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

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OCTOBER, ⁹~~A~~ 1990

(Minutes)

OPERATIONS MANAGEMENT COMMITTEE

URBAN MUNICIPAL

OCT 31 1990

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**THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON**

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REPORT MADE ONE OF THE MONTH

1. Name of the person or persons investigated
2. Address of the person or persons investigated

3. Date of report

1. Name of the person or persons investigated
2. Address of the person or persons investigated
3. Date of report
4. Name of the person or persons investigated
5. Address of the person or persons investigated
6. Date of report
7. Name of the person or persons investigated
8. Address of the person or persons investigated
9. Date of report

REPORT MADE ONE OF THE MONTH

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 10 09

Present: M. Cunningham (Chairman); Trustees Desmarais, Korz, Lowe, Penner, Rogers and Clarke.

Not
Present: Trustee Baskin.

Also
Present: Trustees Allen, Bishop, Deans, Hill, Johnston, Kennedy, A. Stewart, and R. Stewart.

Officials
Present: K. Rielly, Director of Education and Secretary
 A. Stockwell, Associate Director of Education
 B. Sinclair, Superintendent of Human Resources
 P. Shewfelt, Superintendent of Finance and Treasurer
 R. Orlando, Superintendent of Plant
 R. Kawai, Superintendent of Information Management Services
 M. Quinn, Superintendent of Schools - Area 1
 N. Nicholls, Superintendent of Schools - Area 2
 R. Binns, Superintendent of Schools - Area 3
 P. Gillie, Superintendent of Schools - Area 4
 D. Rothwell, Superintendent of Schools - Area 5
 G. Rutledge, Controller
 S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order and asked for confirmation of the minutes of the last meeting.

Moved by Canon Rogers:

That the minutes of the 1990 10 09 meeting be approved as presented.

CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Asbestos in our Buildings: Update Mr. Orlando advised that scheduled asbestos repair work has been completed at the following schools: Sir Winston Churchill, Cardinal Heights, Delta, Ainslie Wood, Scott Park, and at the Dundurn Warehouse. These projects were approved in the amount of \$2,365,000 by the Board as part of the asbestos program. To date \$1,551,882 has been expended with an additional \$100,000 expenditure forecasted until year end.

In conjunction with the asbestos removal at Sir John A. Macdonald School, Mr. Orlando stated the Contractor will have completed 40% of the scheduled work in the next week which concludes asbestos repairs in that school for this year. Of the amount approved for this project, approximately \$700,000 will not be spent in 1990. The intention is to bring back a request to establish a reserve fund for an appropriate amount to finance the completion of this work next year.

Of the \$985,000 budgeted for identified and unidentified asbestos repairs, approximately \$439,000 has been spent. Mr. Orlando said he anticipates an additional expenditure this year of \$200,000, and is forecasting a surplus of approximately \$300,000.

In total, including the surplus funds from work not completed at Sir John A. Macdonald, he forecasted a surplus of nearly \$1,000,000.

It was agreed:

That the verbal report on Asbestos in our Buildings be accepted for information.

Asbestos Abatement Program

Mr. Orlando reviewed the report on a long range plan based on the completed inventory of our system, including any identified additional work as summarized on page 2. A copy of each school inventory is filed in that school. In order to stay within Capital Expenditure Forecast figures submitted to the Ministry, and taking into consideration grant information, Mr. Orlando advised that rather than confining the asbestos abatement program to a five year plan, it will be extended to the year 1997.

Moved by Canon Rogers:

That the revised Long Range Asbestos Abatement Program be implemented, as presented in the Report re Asbestos Abatement Program.

When Mr. Stewart asked if this information was being forwarded to all the unions concerned (CUPE, Local 1005, teachers' federations) as was promised, Mr. Orlando responded that this would not be done until the Program was approved by committee and Board.

Mr. Rielly responded that the information is public and can be shared with the unions. Miss Cunningham expressed her understanding that this information would be provided to the unions and assured Mr. Stewart the minutes would be checked on this matter.

Mr. Rielly confirmed for Mrs. Clarke that a CUPE representative sits on this committee.

The motion was put to a vote and was CARRIED.

NEW BUSINESS:

Awarding of Contract, Block 87 School

Mr. Orlando reviewed the report and recommendation.

Moved by Mr. Korz:

That a contract be awarded to Carosi Construction Limited in the amount of \$4,860,000 for the construction of a new Elementary School in Block 87.

Noting that a recommendation with respect to financing was not included, Mr. Rielly reported that a recommendation regarding the method of financing will be presented at the November meeting.

Referring to empty pupil spaces, Mr. Kennedy asked for clarification about what constitutes a new pupil space for grants. He referred to schools such as Highview and Vincent Massey and asked if they affected the Ministry's viewpoint.

Mr. Rielly responded that a new school was necessitated by the new pupil spaces in Block 87 and it has received Ministry approval.

Mr. Shewfelt added that the Ministry allocates funds based on detailed accommodation reports submitted in conjunction with the Capital Expenditure Forecast. In 1989, the Ministry approved grants for schools in both Block 87 and Block 72.

In response to Mr. Kennedy's question about the amount of the allocation received from the Ministry, Miss Cunningham responded that the allocation varies between Boards and is determined by the tax base and grant rate. She recalled Mr. Shewfelt stating this Board might receive 60%, and he is in the process of clarifying this with the Ministry.

Mr. Stewart inquired whether the Board has employed the services of Carosi Construction Limited previously and if they are unionized.

Mr. Orlando was not aware of this firm working for the Board in the past, however references were checked and the company's work was found to be satisfactory. Regarding whether the company is unionized, Mr. Orlando noted this was not a requirement of the contract.

When Mr. Stewart was assured that this Board had not passed a motion requiring union labour in school construction, he withdrew his support of the motion and suggested unionized labour become a contract requirement.

Mr. Orlando added that although he did not know whether they are unionized, there is a requirement that the firm provide a fair wage established in the City of Hamilton.

Mr. Stewart requested the motion be referred until Mr. Orlando clarifies this issue.

Miss Cunningham inquired what affect such a delay might incur; Mr. Orlando responded that he had anticipated construction would begin before winter, and this would delay the start. He also recommended that,

if this direction was to be considered, a legal opinion be obtained from the Board Solicitor.

Moved by Mr. Stewart:

That the following recommendation be referred to Senior Officials to verify whether Carosi Construction Company is unionized.

a) That a contract be awarded to Carosi Construction Limited in the amount of \$4,860,000 for the construction of a new Elementary School in Block 87.

Mr. Kennedy and Mrs. Hill spoke in opposition to the motion. Mrs. Hill questioned changing the requirements after the tendering process was complete and suggested that such a requirement, or any other, might be considered for future tenders.

Mr. Korz agreed with Mrs. Hill and called the question.

The question was put to a vote and was CARRIED.

A recorded vote was requested on the referral motion.

The referral motion was put to a vote and was LOST with Trustees Allen, Deans and R. Stewart voting in favour and Trustees Bishop, Clarke, Cunningham, Desmarais, Hill, Johnston, Kennedy, Korz, Lowe, Penner and Rogers opposed.

Mr. Korz' motion was then put to a vote and was CARRIED.

Year End Holidays

Moved by Canon Rogers:

That the year-end Holiday Schedule for the Secondary School offices, the Areas offices, and the Education Centre offices, approved at the April meeting of the Board, be revised in accordance with the following schedule:

Monday, December 24, 1990 - Closed (previously approved as 12:00 Noon Closing)

Tuesday, December 25, 1990 - Christmas Day

Wednesday, December 26, 1990 - Boxing Day

Monday, December 31, 1990 - Closed (previously approved as 12:00 Noon Closing)

Tuesday, January 1, 1991 - New Year's Day

Similar arrangements will also apply for operating staff of the Plant Department.

CARRIED.

Report of the Committee to Study
the Budget Review Process

Miss Cunningham commented that the committee has met on approximately five occasions and had a mandate to report to the Board in October. However, as another meeting of this committee is required, Mr. Hicks will present a full report in November.

Mr. Allen recalled the direction to include members of the business community to advise the committee and asked if this had occurred.

Miss Cunningham stated it was her understanding that Mr. Hicks had investigated this suggestion, although such input had not taken place to date. The petition presented by Mr. Hadrevi at the July meeting, has been dealt with by the committee.

Report of the AIDS Policy
Committee

Moved by Mrs Deans:

That the following Report of the AIDS Policy Committee be approved:

a) That the AIDS Policy, as revised, be approved as presented.

b) That a comprehensive AIDS Policy for our school system including:

- a policy statement
- a communication plan and
- an in-service plan

be prepared by the AIDS Policy Committee and staff for presentation to the Operations Management Committee by February, 1991.

CARRIED.

Report of the Committee to Study
the Future Parking Needs -
Education Centre

Moved by Mr. Penner:

That the following Report of the Committee to Study the Future Parking Needs - Education Centre be approved as presented:

(a) That the Director of Education and Secretary correspond with City Hall officials thanking them for their proposal and indicating that, after a careful study of their recommendations, this Board has decided to explore other options at this time re the utilization of its property.

As a member of the committee, Ms. Stewart supported the motion, and presented Mr. Rielly with further information regarding alternatives for consideration.

CARRIED.

Report of the Special Education
Advisory Committee

Mrs. Bishop presented the Report of the Special Education Advisory Committee stating improvements have been made in several schools. Unfortunately, some confusion still exists as to how to define Accessibility

as Building Codes only require minimum standards, which differ from Ministry standards. The committee felt available community resources should be consulted in order to have barrier-free design construction.

Moved by Mrs. Bishop:

That the following Report of the Special Education Advisory Committee be received for information:

a) That the Update on the Accessibility Report 1990-1991 be received for information.

CARRIED.

ELEMENTARY/SECONDARY

NEW BUSINESS:

Recommendations of the Director of Education

Moved by Canon Rogers:

That the recommendations of the Director of Education be approved as presented.

CARRIED.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

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OPERATIONS MANAGEMENT COMMITTEE



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UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
WASHINGTON, D. C. 20250

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ADMINISTRATIVE AND FINANCIAL

1. Report of the Director of the Bureau of Land Management, Department of the Interior, on the subject of the proposed acquisition of the land owned by the United States in the State of California.
2. Report of the Director of the Bureau of Land Management, Department of the Interior, on the subject of the proposed acquisition of the land owned by the United States in the State of California.
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ADMINISTRATIVE AND FINANCIAL

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ADMINISTRATIVE AND FINANCIAL

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 12 11

Present: S. Hill (Chairman); Trustees Baskin, Desmarais, McWhinnie, Penner, Rogers, A. Stewart, and Cunningham.

Also

Present: Trustees Bishop, Clarke, Deans, Hicks, Johnston, Korz, Lowe, Mulholland, and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
D. Skidmore, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
R. Kawai, Superintendent of Information Management Services
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
R. Lavoie, Superintendent of Schools - French as a First Language
G. Rutledge, Controller
G. Rappolt, Assistant Superintendent of Curriculum
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1990 11 06 meeting and special meeting of 1990 11 15 be approved.

CARRIED.

Mrs. Hill received permission from the members to move Item 1 under New Business forward to facilitate the public presentations.

GENERAL

NEW BUSINESS:

Presentations regarding the City of Hamilton's request to establish a Senior Citizens' Drop-In Centre - Lake Ave. School Property

a) Riverdale Ravine Action Committee

Mr. Don McLean, on behalf of the Riverdale Ravine Action Committee, presented a report supporting the location of the Senior Citizens' Centre on Lake Avenue School property. This Committee had opposed earlier attempts by the City to locate the Centre on designated parkland but is supportive of a recreation centre/senior citizen's centre complex to serve all members of the local community. Mr. McLean explained that the group originally opposed the City's attempt to rezone parkland because they understood the Board had not been approached about the use of the property at Lake Avenue School. He maintained there is a real need for both a recreation centre and senior citizen's centre in this community and felt it would be both logical and financially sound to combine the facilities on school property while preserving parkland.

Mr. Mulholland offered his support for the City's request and questioned the procedure this evening. If the presentations were to be received for information as is past practice, he suggested that the officials' report should also be discussed at the next month's meeting.

In response to Canon Rogers' question, Mr. McLean stated that the Committee was mainly interested in preserving

parkland rather than the location for the senior citizens' centre.

Mrs. Deans supported a proposal for multi-use facilities on school property.

Mr. McLean explained to Mr. Hicks that the City has tabled its attempt to rezone the parkland at the present time.

Mrs. Hill thanked Mr. McLean for his information.

b) Warden Park Seniors Group

Mrs. Joyce Pollon and Mr. Tom Anderson (Warden Park Seniors Group), Mr. D. Vyce (Director of Property, City of Hamilton) and Aldermen D. Agostino and F. Lombardo were present on behalf of the Warden Park Seniors Group and the City of Hamilton.

In response to questions from trustees, Mrs. Hill ruled that the delegation be allowed to make a verbal report.

Mrs. Pollon outlined the membership of her group, their program and the need for a permanent centre. Noting the City has money set aside for this project, Mrs. Pollon indicated that the seniors have raised money as well as receiving funding in the amount of \$16,000 from New Horizons. She asked for the support of the Board in providing a location for the centre.

Alderman Agostino envisioned a link between the recreation centre/senior citizen's centre and school, for use by the community and school. He stated that a Recreation Department document "Vision 2000" will be presented for approval at City Hall tonight in which a recreation centre is scheduled to be built in 1994 in the Riverdale East or West area. If this report receives approval by the Parks and Recreation Council, it is his intent to urge an earlier construction date. While acknowledging the corner of property near the gym was available, he expressed his preference for a site location with access to Delawana Drive. He assured the members he would make every effort to ensure a recreation centre is included in this project.

Alderman Lombardo, Chairman of the Planning and Development Committee, confirmed Mr. McLean's comments that this matter is on hold pending the results of the City's request to the Board. He also echoed Mr. Agostino's preference for joint use of the facility and grounds. He did not believe parking would be a problem as the majority of the seniors live within walking distance of Lake Avenue School.

Canon Rogers clarified with Mr. Lombardo that, should the Board approve in principle the location of the senior citizen's centre on Lake Avenue School property, the actual site would be negotiated to meet the needs of the school and community. He added that he preferred to have the recreation centre positioned to allow access to the school.

Since the two presentations and the recommendation from staff were positive, Mr. Mulholland urged the committee to deal

with the request tonight. As a Board, he urged members to agree that there was room for a multi-use facility to be located on the property. The location could then be decided by City and Board staff to ensure all concerns and services are provided.

In response to questions from Ms. Stewart, Mrs. Pollon explained that of their members, usually groups of 30 - 50 meet at any one time and that all members walk except for two or three car pool arrangements for handicapped members. Therefore, the size of the facility is not a problem.

Ms. Stewart commented that this could be the first arrangement for joint use of school property involving a senior citizens' centre and recreation centre.

Mr. Stewart echoed Mr. Mulholland's request for a decision tonight. His one concern was that an overall plan be drawn up detailing the recreation centre/senior citizen's centre including handicapped facilities.

Mr. Korz inquired about the status of lands surrounding Lake Avenue School property and then asked what response had been received from the Hamilton-Wentworth Roman Catholic Separate School Board (HWRCSSB) regarding use of their property.

Mr. Agostino replied that an inquiry was not made regarding St. Agnes Elementary, however the HWRCSSB felt there was insufficient room at the St. Joan of Arc Elementary site.

Mr. Lombardo assured Mr. Korz that the City is looking for approval in principle only, following which negotiations would determine details.

When Mr. Agostino stated that no location for the recreation centre is indicated in the "Vision 2000" report, Miss Cunningham expressed concern that any motion require more of a commitment from City Hall regarding a recreation centre.

Aldermen Agostino and Lombardo explained that no commitment could be made about the location until budget approval was granted for construction of the recreation centre. They gave their assurance that an East Hamilton recreation centre is a "No. 1" priority for the City and that a final site would be determined through negotiations and public meetings.

Mrs. Deans supported a joint use venture and suggested that the soccer field be moved to the empty lot owned by the HWRCSSB. She also asked if they would be willing to allow access from Violet Drive to a recreation centre/senior citizen's centre located in the north-west corner of Lake Avenue School property. Mr. Lombardo thought they would consider such suggestions.

Various concerns were raised about the placement of the recreation centre/senior citizen's centre on the property and the advantages and disadvantages of different locations, including the placement of a recreation centre on elementary school property.

When Mr. Penner expressed concern about the possible future need for expansion of Lake Avenue School, Mrs. Hill noted that while worthwhile considering, it was not a concern to address with this delegation. Mr. Mulholland added Sir Isaac Brock is a satellite school of Lake Avenue to which students are bused.

Mr. Rielly confirmed for Mr. Mulholland that with the consent of two-thirds of the committee present, consideration of the briefs could be permitted tonight.

Moved by Mr. Mulholland:

That the presentations of the Riverdale Ravine Action Committee and the Warden Park Seniors Group regarding the establishment of a senior citizens' centre on Lake Avenue School property be dealt with this evening.

Mrs. Hill agreed to accept the motion on the understanding that it would not be acted upon until after the official's report was presented.

The motion was put to a vote and was CARRIED.

The Chairman thanked the presentors for their participation and presentation.

BUSINESS ARISING FROM THE MINUTES:

Asbestos in our Buildings: Update

Mr. Orlando reported that the status of major asbestos projects remains unchanged from his last report. Daily repairs are on-going, and he anticipates completion by year end will be under budget.

Mr. Hicks questioned if it was possible to slow down the asbestos repair process without raising safety concerns in order to take better advantage of provincial grants.

Mr. Orlando replied that this would be considered. He further stated a report is being developed regarding a reserve fund to handle incomplete repairs to Sir John A. Macdonald.

Moved by Mrs. Clarke:

That the verbal update regarding Asbestos in our Buildings be received for information.

CARRIED.

Mr. Rielly referred to Mr. Orlando's remark regarding the reserve fund which has not been established and clarified that this is one of several options.

Mr. Shewfelt also clarified that the asbestos grants do not start until 1991.

Report of the Asbestos Response Team - 12 month review

Mr. Stockwell reviewed the report, crediting the Board's commitment to a long-range asbestos plan, the Asbestos Steering Committee for its supervision and the Asbestos Response Team for its day to day asbestos management with

reducing asbestos to a lower profile within this Board. He stated that at present our asbestos management format is regarded by the Ministry of Labour as a model for other School Boards. The Asbestos Response Team is also exploring various asbestos approaches which have the potential to save this Board considerable money in the future. He expected the eighteen-month review report in June, 1991, would contain a recommendation for a revised form of supervision for on-going asbestos work. He stressed his satisfaction for the work of the Asbestos Response Team.

In response to Mrs. Dean's question, Mr. Ende, President, Hamilton Teachers' Association, indicated his satisfaction with the report.

Moved by Mr. R. Stewart:

That the the second six-month review of the Asbestos Response Team be received for information.

CARRIED.

**Report from the officials
regarding the City of
Hamilton's request to
establish a Senior Citizen's
Drop-In Centre - Lake Ave.
School property**

Mr. Binns reviewed the report commenting and highlighted the following:

- staff within the school and at the Education Centre would welcome a seniors' centre
- no adult programs exist at Lake Avenue to service the needs of Seniors
- there is no guarantee that City Hall will build a recreation centre on that property, however, there is a strong need for one in both Riverdale East and West
- this Board has transferred a piece of property in Riverdale East to the HWRCSSB
- four portables exist at Lake Avenue property and it is anticipated that portables will soon be required at Sir Isaac Brock.

Mr. Binns stated the officials' preference for the northwest corner site and concluded by detailing the highly transient population at Lake Avenue School.

Mr. Hicks offered his support in principle but noted the need for strong negotiations concerning the site on the property.

When Dr. Johnston asked about traffic, Mr. Binns noted Delawana Drive is a congested area. A recreation centre located close to the gym or in the northwest corner with access to Violet Drive would be preferable. Mr. Binns expressed a concern about the number of parking lots on the property and he hoped the recreation centre/senior citizen's centre would have joint parking lots.

Moved by Canon Rogers:

a) That the Board approve in principle the establishment of a senior citizens' centre on the Lake Avenue property subject to acceptable negotiation of a location for the centre.

b) That the City of Hamilton be requested to consider the Lake Avenue School property as the location of the new recreational centre in the east end of Hamilton.

Canon Rogers explained that he wanted a motion that would encompass both the recreation centre/senior citizen's centre so that City Hall would clearly understand the need for an overall plan. He requested that the two clauses be voted on separately.

Mrs. Hill confirmed with Canon Rogers that it was his intent that the location be discussed by the officials in concert with those concerned.

In response to Ms. Stewart, Mr. Binns stated that as of two weeks ago, no portables stood on the empty lot beside the Joan of Arc School.

Mr. Rielly confirmed for Mrs. Clarke that a planning team would negotiate a site which would then require the approval of the Board.

Mr. Korz spoke against the motion because of parking and safety concerns.

Mrs. Bishop, while supportive of the resulting cost saving and value to the community, asked that any cost sharing agreement with the City be reviewed.

Mr. Desmarais questioned the provision of only 1700 square feet for the senior citizens' centre. He emphasized that expansion of the school must be considered and referred to Staff Comments noted on page 5. He supported the principle of a recreation centre/senior citizen's centre complex, not just the senior citizens' centre.

As he did not want the senior citizen's centre to be delayed while waiting for construction of the recreation centre, Mr. Mulholland spoke against linking the two centres. He thought the motion should only address the issue of the senior citizens' centre and the Board should avoid dictating to City Hall.

Mrs. Hill and Canon Rogers clarified the intent was that the seniors' centre would be built so it could be tied in with the recreation centre to be built in the future.

Referring to recent newspaper articles regarding Sackville Hill Park, Ms. Stewart asked that community input be ~~considered~~ noted that community input as suggested by Ms. Stewart would be the responsibility of City Hall.

Trustees Johnston and Hicks urged trustees to consider the need for a master plan that would be all encompassing to meet the needs of the seniors, community and school. Citing the aldermen's comments regarding a recreation centre/senior citizen's centre complex, Dr. Johnston asked that an integrated plan be developed which would accommodate a future recreation centre on the site, if necessary.

Moved in amendment by Dr. Johnston:

That the following statement be included in the motion:

Provided that an integrated plan for a recreation centre/Senior Citizens' Centre be designed for approval by this Board.

Trustees McWhinnie and Deans supported the amendment.

Mr. Mulholland expressed concern that tying the two centres together could result in the loss of the senior citizens' complex and preferred a motion that dealt with whether the Board supported providing land for a senior citizens' complex.

Ms. Stewart and Mrs. Baskin questioned the variance between the yellow map provided tonight and the map provided by City Hall noting that the City Hall's request is for a piece of property 140 feet by 200 feet. It was explained that the City's request was worded that way to allow room for expansion of the senior citizen's centre and room for parking.

Mrs. Hill clarified for Mrs. Baskin that the motion, if passed, would also give officials authority to negotiate with the City whether the land would be conveyed or sold.

Mr. Rielly read the motion as amended for members: That the Board approve in principle the establishment of a senior citizens' centre on Lake Avenue School property, provided that an integrated plan for a recreation centre/senior citizens' centre be designed for approval by the Board.

Mr. Mulholland questioned if the amendment was passed, whether the seniors centre would be held back for the construction of a recreation centre.

Dr. Johnston responded that it means a plan would be designed indicating the location of the senior citizens' centre and at the same time designate a location for a future recreation centre so it could be located on the same property. He said such a plan must be in place first but does not tie the officials to building a recreation centre on that site.

Mr. Stewart stated he would support the amendment if it means the senior citizens' centre would be flexible enough to include a recreation centre in future.

Mr. Korz confirmed with the Chairman that the implication of the amendment is that if the condition is not met, approval in principle would not be given.

The amendment was put to a vote and was CARRIED.

It was understood that part b) of Canon Roger's motion was deleted by the amendment.

The motion as amended was put to a vote and was CARRIED.

Re-constitution of Ad Hoc Committees

Moved by Canon Rogers:

That the following committees be re-constituted, for 1991 with the same number of members as in 1990, to be named

by the Chairman of the Board and with the same goals and objectives as in 1990:

Committee to Study the Budget Review Process
 Committee to Study Future Parking Needs - Education
 Centre
 Aids Policy
 Name Search - Block 72

Mr. Hicks stated his understanding that the Committee to Study the Budget Review Process had met their mandate to change the budget review process. He now considered the mandate to be working throughout the year with the budget review process involving trustees at the beginning of the Proforma budget and giving direction.

Mr. McWhinnie added for clarification that there was one additional matter of unfinished business which had been referred to that committee.

Mr. Mulholland asked the status of the Committee to Study the Budget Review Process and Mr. Rielly read an excerpt from the committee's last minutes.

The motion was put to a vote and was CARRIED.

1990 Forecast of Expenditures and Revenues

Ms. Veerman presented the report, advising members that the anticipated cost-overrun is expected to be \$150,000 rather than the reported \$1.5 million. She referred to the Summary of Major Items and provided more detail on four lines for clarification.

Mr. Hicks complimented officials on the reduced deficit and hoped that through improved communication, trustees would continue to be involved throughout the budget process.

Mr. Hicks then inquired about the entries under equipment Computer and Technological programs and Pay Equity. He expressed surprise that a difference of 100 students from outside the Board's jurisdiction could impact on our system by \$1 million.

Ms. Veerman responded that the deficit under equipment (Computer and Technological programs) is offset by extra grants under Provincial revenues. With regard to Pay Equity, she indicated there was an overstatement in the total set aside for Pay Equity.

Mr. Shewfelt acknowledged that the difference of 100 students from outside the Board was one of several examples that affect the precision of the budget estimates.

Mr. McWhinnie determined through Ms. Veerman that there has been an increase of 37 employees since the last budget and an increase of 61 employees compared to one year ago, but an increase of only 400 students in enrolment.

Ms. Veerman noted that if the 37 additional staff had not been added there would have been a savings of approximately \$600,000 for a four month period. Mr. McWhinnie added that

on an annual basis it would cost this Board an additional approximate \$1.5 million.

Moved by Canon Rogers:

That the 1990 Forecast of Expenditures and Revenues be received for information.

CARRIED.

Mrs. Clarke complimented Mr. Shewfelt's staff, in particular Ms. Wilson, for her opposition at City Hall to a proposed 5-cent price increase of bus tickets which would have resulted in a \$75,000 annual cost for this Board.

Capital Expenditure Forecast

Mr. Rutledge reviewed the forecast which details capital allocations in the amount of \$25,775,000 for a five year period starting in 1991. He concluded by stating this report had been filed with the Ministry, subject to Board approval.

Regarding portables, Mr. Orlando explained that they are currently being tendered and he expects to bring a report to the Operations Management Committee in January for approval prior to budget because of time restraints.

Mr. Hicks referred to recently-announced government funds, available to create employment specifically for capital projects, and suggested the Provincial Treasurer be contacted to determine if this Board could benefit through this one-time funding.

Mr. Rutledge believed that this new funding might fast-track some projects, but would not change the Capital Expenditure Forecast as the Ministry would use last year's CEF to approve monies.

Mrs. Bishop referred to page 12 and the money allocated for renovations to Caledon and Crestwood.

Mr. Stockwell assured Mrs. Bishop that a final decision had not been made regarding these two schools; however, it was essential that an allocation be included with respect to the future of these vocational schools.

Ms. Gillie added that these schools are currently under study and concurred with Mr. Stockwell that no final decision has been made regarding closure or amalgamation of these schools and their programs. She anticipates a Spring accommodation report will address this issue.

Moved by Canon Rogers:

That the Capital Expenditure Multi-Year Forecast: 1991, Allocations for 1991 to 1996 be approved.

CARRIED.

**Report on Boiler Problem,
Vern Ames School**

Mr. Orlando reported on a heating failure affecting Vern Ames School and the solution which necessitated the purchase and installation of a boiler at an unbudgeted cost of approximately \$40,000.

It was agreed:

That the verbal report regarding a boiler problem at Vern Ames School be received for information.

Report of the Committee to
Study the Budget Review
Process

a) 1991 Budget Increase

Mr. Hicks reviewed the report of the committee and the report from the officials regarding the ramifications of a six percent increase on property taxes.

Moved by Mr. Hicks:

That a six percent increase in property taxes be approved for the 1991 budget.

Moved in amendment by Mr. Korz:

That a zero percent increase in property taxes be approved for the 1991 budget.

Mr. Korz expressed his concern for budget increases resulting from the deficit and increased staffing while noting that a zero percent increase does not cut into existing funding, but holds the line on any increases.

Several trustees spoke adamantly against the amendment. Mr. Hicks pointed out that Mr. Korz had not made such a recommendation for discussion at the committee level but had only referred to the rate of inflation. He found it extremely discouraging that such an amendment would be made after all the committee's work in the past six months.

Mr. Korz remembered other trustees calling for a zero percent increase in the past, and considered he had "made his point" with the negative responses to his motion. He hoped trustees now understood the intent of his motion.

The amendment was put to a vote and was LOST. Mr. Hicks requested that the minutes reflect a unanimous vote.

Canon Rogers, in speaking to the original motion, stated his opposition to a six percent increase as too drastic in one year.

Moved in amendment by Canon Rogers:

That a 7.6% increase in property taxes be set for the first year (for 1991) and six percent increase in property taxes for the second year (for 1992).

Mr. Korz spoke against the amendment, preferring the rate of inflation at the end of October and then offered his apologies to Mr. Hicks regarding his earlier amendment.

Mr. McWhinnie supported the six percent increase and not the amendment. He cited concerns about the level of grants, enrolment changes and the projected 9.8% wage bill which had been reduced to 9.1%. He also wanted clarification on the debt and what might happen to our reserves.

Miss Cunningham agreed with Mr. McWhinnie that six percent

was a reasonable target, given the economic climate in the community.

When Mr. Mulholland questioned the validity of Canon Rogers' motion, Mrs. Hill asked his indulgence and suggested that it be defeated if members were opposed.

Mr. Stewart, Mrs. Deans and Mrs. Clarke spoke in support of the amendment, expressing concern about the damage to the system.

Mr. Hicks stated that six percent will not ruin the system and referred to the officials' report to the Committee to Study the Budget Review Process in which the deficit was calculated at \$1,500,000 and the report tonight, which indicates that the deficit is now expected to be \$150,000 with the resulting saving to the Board.

While agreeing with Mr. Hicks' reasoning, Mr. Shewfelt cautioned that other conditions have similarly changed within the Proforma which would affect the model.

Mr. Hicks stated it was important for trustees to realize that taxpayers are extremely important to the new process within this model. Although he believed the "brakes are on" financially, the job had to be finished and he was confident the officials could do it in one year. He declared this was a serious process and urged members to let the officials detail the ramifications of a six percent increase for the year. Noting a twelve month budget process was in place, he asked trustees not to tamper with the start of the process now.

Ms. Stewart supported the amendment reluctantly, stating the system must not deprive the children of the best education. She referred to the number of social programs offered by this system.

Mr. Korz considered it irresponsible that with wages totalling eighty percent of the budget that a similar reduction to six percent is not made on Lines 1 and 2. He reminded trustees that these cuts affect an increase, not the existing budget. He offered his support for a six percent increase while crediting Mr. Hicks and Mr. McWhinnie with a large amount of planning and work in the ad-hoc committee meetings.

Mrs. Baskin observed that by passing this motion, trustees were putting themselves in the inflexible position of requiring a two-thirds majority to make further changes. She thought six percent would lead to confrontation and a strike with the unions. She referred to the lack of costing information involved in re-organization and concluded by stating she would not participate in a budget review process with set rules.

Mr. Mulholland emphasized that children today are receiving an excellent education and a six percent increase would not affect that. Recalling that many of the unions have settled for 6% increases and in view of the economic times, Mr. Mulholland considered a six percent increase to be reasonable and supported it.

Mrs. Bishop, while pleased with the budget process now in place, supported the amendment as she considered a six percent budget unrealistic, particularly in view of the increase in salaries.

Mr. Shewfelt commented that revenues in this model have been kept at last year's percentage as well as the level of government support (28%). He cautioned that this may prove to be erroneous but that revenue income and its impact would not be known until the end of the first quarter of operations in the new year. Mr. Shewfelt then detailed three areas of concerns: the Throne Speech and its lack of reference to education, delay in transfer payments and the General Legislative Grants. He anticipated that significant discussions with the Board may arise late in the budget process.

Mr. Hicks, while appreciating Mr. Shewfelt's comments, believed that assumptions were made in the development of the model for such long term planning. He urged trustees to avoid needless repetition about "wrecking the system" as the Board can change program decisions later. He urged trustees to support six percent in order to see the ramifications of that decision and to stop "soft soaping the public".

Miss Cunningham warned members that restraint was being demanded by the taxpayers. Stating a six percent increase would not hurt the excellent system in place, she opposed the amendment.

Moved by Mr. Desmarais:

That the question be called.

CARRIED.

Mr. Korz requested a recorded vote.

Canon Roger's amendment was put to a vote and LOST in a tie vote with Trustees Baskin, A. Stewart, R. Stewart, Rogers, Deans, Clarke and Bishop in favour, and Trustees Mulholland, Korz, McWhinnie, Penner, Desmarais, Hicks and Cunningham opposed.

Mrs. Hill clarified that the motion on the floor would now deal with a six percent increase in property taxes.

In the interest of consolidarity in the process, Mr. Korz stated he would be voting in favour of the motion.

Mr. Hicks's motion was put to a vote and CARRIED with Trustees R. Stewart, Mulholland, Korz, McWhinnie, Penner, Desmarais, Hill, Hicks and Cunningham in favour and Trustees Baskin, A. Stewart, Rogers, Deans, Clarke and Bishop opposed.

b) Implementation of the Budget Communications Plan

Mr. Kawai reviewed the report, noting that additional strategies would be presented at the January meeting of the Operations Management Committee. He concluded by acknowledging the input of the Committee to Study the Budget Review Process, Senior Management and Information Management Services' staff.

Mr. Forster reviewed pages 20D and 20E covering strategies to be implemented during the month of December.

Moved by Mrs. Deans:

That this Committee continue to sit past 23:00 hours.

CARRIED.

While supportive of the many suggestions within the report, Mr. Korz questioned the effectiveness of OPSBA in this regard.

Mr. Hicks questioned the number of staff time hours indicated in the report. He asked that the report be accepted for information in order to provide an opportunity for discussion and adjustment of the staff hours at the next meeting. He also cited his understanding that open public meetings would occur and this had not been included in the report.

When Mr. Hicks suggested the report be received for information, Mr. Rielly pointed out that many of the initiatives within the report have an implementation time during the month of December.

Mr. Hicks agreed to move the recommendations with the understanding that staff hours could be adjusted in the New Year.

Moved by Mr. Hicks:

That the Budget Communications Plan be adopted in principle and implemented as follows:

- i) That the strategies listed in this report be carried out at an approximate cost of 1,144 staff hours and \$7,375 for other expenses.
- ii) That additional strategies covering January to the end of the school year be presented to the next regular meeting of the Operations Management Committee.

Mr. McWhinnie then referred to the Public Budget meeting with the other area Board and the City scheduled for Saturday, 1990 12 15, and asked if trustees would be provided with information or have any input.

Mr. Rielly responded that the information was presently being assembled in association with the Chairman of the Board, who would decide if a caucus would be convened.

Mr. Hicks referred to an earlier meeting with Alderman Brian Hinkley to discuss guidelines for presentations and the agenda for the Public Budget meeting. He related his understanding that the meeting is an opportunity for the Boards and Region to explain how their budgets and percentages are compiled and to answer inquiries concerning budget.

Mrs. Bishop and Mr. Mulholland supported Mr. McWhinnie's suggestion for a caucus as essential so that trustees and officials have a united position.

The motion was put to a vote and was CARRIED.

ELEMENTARY/SECONDARY

NEW BUSINESS: Recommendations of the Director of Education

Moved by Mr. Korz:

That the recommendations of the Director of Education be approved.

CARRIED.

Christmas Celebrations within Schools - Trustee Korz

Mr. Korz expressed concerns as reported to him, regarding the content of holiday celebrations within schools in relation to religious education in schools and the Ministry of Education's stand.

Having read the Minister of Education's recent fax about religion, Mr. Stockwell found no indication that it would not be permissible to have a Christmas concert or carols, nor had such concerns been brought to him. However, he said some feel it also carries the obligation to be sensitive to special events throughout the year of other faiths. Mr. Stockwell added that Mr. Skidmore is preparing a report for presentation to the Board based on the information received from the Minister.

Mr. Rielly and Mr. Stockwell assured Mr. Korz that the administration and officials would not object to the tradition of allowing Christmas concerts within schools.

The meeting then adjourned.

Read and confirmed,

cv

.....
Chairman

PARK LAND

LAKE AVENUE

PORTABLES

CROSSING GUARD

X ALL WAY

STOP SIGNS

PARK LAND

LAKE AVE.

HOLLYDEWE PLACE

HOUSES

TREES

LAKE AVENUE

SCHOOL

PARKING

EMPTY LOT

GYM

PAVING

PORTABLES

SENIORS' PREFERRED LOCATION

BBALL DIAMOND

DELAWARE DRIVE

NORTH

BARLAKE AVE

JOAN OF ARC SCHOOL HWY 358

PORTABLES

SOCCER (FOOTBALL) FIELD

SENIORS' ALTERNATE LOCATION

BBALL

VIOLET DRIVE

APT PARKING

APT PARKING

APT. TOWER

APT. TOWER



Education Centre,
100 Main Street West,
Hamilton, Ontario.
1990 12 04

To the Ad Hoc Committee to Study the
Budget Review Process,
Hamilton Board of Education.

Ladies and Gentlemen:

BACKGROUND:

At the meeting of the ad hoc committee of 1990 11 19, it was moved by Canon Rogers:

- (a) That the officials prepare a report with a six percent increase on property taxes and explain ramifications of that.
- (b) That officials prepare a plan for implementation over a longer period of time to bring the budget down to a six percent increase over a two-year period.

With this mandate as our focus, members of Senior Management have undertaken the task of reducing the Proforma Budget from the proposed 9.8% increase to the levels of 7.5% and 6% increase on property taxes.

It is the recommendation of Senior Management that the 6% increase on property taxes be achieved through a mutual planning process over a two-year period, with the full knowledge and involvement of the various constituent groups in the system. To do otherwise, over a shorter period of time, would cause serious problems to our system with respect to our delivery of services.

The ramifications of the impact on the system of reducing the Proforma Budget to the 7.5% and 6% levels have been described in a general, rather than in a specific manner, since it is our understanding, from the newly developed budget process, that it is the function of Senior Management to administer the specific details of the budget after the global target has been set by the trustees.

The logical extension to the process would be that the specific budget allocations to the schools and departments would be based on the resources that are needed to carry out daily system operations and to develop and implement the components of the already identified major priorities of the Board.

In considering the areas of the Proforma Budget that could be reduced to meet the proposed target figures, the following criteria were used as guidelines:

1. The Board's purpose (mission) -- "educating children and adults"
2. The budget is developed as part of a planning process to compliment the Board's priorities
3. Impact of cuts on the schools and the classroom
4. "Things over people" where possible
5. Mandated vs optional programs

6. Use of debenturing
7. Impact of budget cuts on revenue
8. Impact on Compensatory Education schools
9. Contract implications and legal obligations
10. Impact on French as a First Language.

At the time the Proforma Budget was presented to the Board in July, no adjustments were made to reflect either the G.S.T. or any deficit for 1990.

The outline below is an adjusted summary of the 1991 Proforma Budget with both of these included.

		<u>Exp.</u> <u>%</u>	<u>Increase</u> <u>%</u>	<u>Taxes</u> <u>\$</u>
Proforma Expenditures (July 1990)	\$272,539,000	9.9	9.8	86.12
Deficit (Estimate)	1,500,000			
G.S.T. (Net)	1,200,000			
Proforma Expenditures (Revised)	\$275,239,000	10.9	11.6	101.67

A model outlining how reductions could be achieved over a two-year period to accomplish the specific mandate of the ad hoc committee is outlined on the attached sheet.

We are confident that given the tenor of the times, with the severe fiscal restraints on the system, we will be able to involve the trustees, staff and community over a two-year period to significantly reduce the budget in a manner that will minimize the impact to the students in the classroom.

Prepared by: Senior Management

Submitted and approved by: Keith A. Rielly,
Director of Education and Secretary.

attach.

-as

REDUCTIONS FOR CONSIDERATION - A MODELMotion (a)Impact on the 1991 Proforma Budget

	<u>Step 1</u>	<u>Step 2</u>
Expenditures - (\$8,500,000)	\$6,000,000	\$2,500,000
	8.5%	7.5%
Property Tax Increase	7.6%	6.0%
	\$67.12	\$52.73

Motion (b)

	<u>TOTAL</u>	<u>YEAR 1</u>	<u>YEAR 2</u>
Salaries & Wages, Employee Benefits	\$1,350,000	\$1,350,000	-
Travel, Personnel Training, Bursaries	200,000	100,000	100,000
Books, Films, Software, Supplies and Services	2,100,000	800,000	1,300,000
Energy, Repairs to Buildings and Grounds	1,000,000	600,000	400,000
New and Replacement Equipment	500,000	350,000	150,000
Debt Charges, Capital from Current and Permanent Improvements	1,100,000	650,000	450,000
Rentals, Fees and Contractual Services and Tuition Fees	400,000	300,000	100,000
Working Capital, Charge Back of Taxes, Capital Reserves, Dofasco Reserve and Other	1,850,000	1,850,000	
	<u>\$8,500,000</u> =====	<u>\$6,000,000</u> =====	<u>\$2,500,000*</u> =====

Impact on the Proforma Budget

Expenditures	8.5%	7.5%*
Property Tax Increase	7.6%	6.0%*
	\$67.12	\$52.73*

* This model will require refinement in the second year of the plan.

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URBAN/MUNICIPAL

1990

URBAN MUNICIPAL

NOV 22 1990

NOVEMBER, ^{6th} 1990

[B. of Ed.]

GOVERNMENT DOCUMENTS

OPERATIONS MANAGEMENT COMMITTEE

[minutes]



THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE
1990 11 06

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REPORTS MADE TO THE PUBLIC

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1990 11 06

Present: M. Cunningham (Chairman); Trustees Baskin, Desmarais, Korz, Lowe, Penner, Rogers and Clarke.

Also

Present: Trustees Bishop, Deans, Hicks, Hill, Johnston, McWhinnie, Mulholland, and R. Stewart.

Officials

Present:

- K. Rielly, Director of Education and Secretary
- A. Stockwell, Associate Director of Education
- B. Sinclair, Superintendent of Human Resources
- P. Shewfelt, Superintendent of Finance and Treasurer
- D. Skidmore, Superintendent of Program
- R. Orlando, Superintendent of Plant
- R. Kawai, Superintendent of Information Management Services
- M. Quinn, Superintendent of Schools - Area 1
- N. Nicholls, Superintendent of Schools - Area 2
- R. Binns, Superintendent of Schools - Area 3
- P. Gillie, Superintendent of Schools - Area 4
- D. Rothwell, Superintendent of Schools - Area 5
- G. Rutledge, Controller
- S. Rogers, Assistant to the Secretary

Miss Cunningham called the meeting to order, offered regrets from Trustee Allen and asked for confirmation of the last meeting.

Moved by Canon Rogers:

That the minutes of the 1990 10 09 meeting be approved as presented.

CARRIED.

GENERAL

BUSINESS ARISING FROM THE MINUTES:

Asbestos in our Buildings:

Update

Mr. Orlando advised that the following identified school asbestos projects are now complete: Sir Winston Churchill, Cardinal Heights, Delta and Ainslie Wood. The work at Sir John A. Macdonald School is finished for this year and arrangements will be made for completion of this project in 1991. Work at 220 Dundurn is projected to be finished by mid-November. As reported at the October OMC meeting Mr. Orlando still anticipates a surplus in the amount of \$800,000 to \$900,000 with regard to these projects, primarily made up by funds from the uncompleted work at Sir John A. Macdonald School. A master list of the completed asbestos inventory is located in the Plant Department and the Dr. Harry Paikin Library. Each school location has a copy of the inventory pertaining to its building.

Based on the assessment of the completed inventory, Mr. Orlando assured Mrs. Deans that this Board should not have "surprise" incidences of asbestos.

It was agreed:

That the verbal report on Asbestos in our Buildings be received for information.

CARRIED.

Debentures - Block 72 School

Mr. Rutledge reviewed the report noting the \$758,000 additional cost to this Board as a result of the implementation of the Development Charges Act.

In response to Mr. Stewart's question about the possibility of a recreation centre being attached to this building, Mr. Rielly indicated that normally the Culture and Recreation Department of the City would approach the Board regarding multiple use of our property to benefit the taxpayers through reduced construction costs. Usually these centres have been constructed in concert with a secondary facility.

Mr. Shewfelt verified for Mr. Hicks that in terms of what the Ministry recognizes for grant purposes, our funding has dropped from 68% to 48% which will cost this Board an additional \$1,654,000 on these two projects. Mr. Shewfelt commented that the drop in funding will serve to increase the Board's already inflated debt charges over the next 15 - 20 years, making the task of restraint more difficult. Although this school will be built this year, he added that bridge financing and applicable costs (of up to \$250,000) will be necessary as the Ministry funds will not be credited to this Board until 1993. He noted this may be the first time the Board will utilize its established line of credit.

When Mr. Hicks asked about the study on Lot Levies, Mr. Shewfelt reported that this information is not yet available, although implementation was being considered in time for issuance of building permits in 1991.

Moved by Canon Rogers:

That the following recommendations regarding debentures for the Block 72 School (Gurnett Neighbourhood) be approved:

a) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes applications to the Regional Municipality of Hamilton-Wentworth for the firm net sum of two million and five hundred and seventy thousand dollars (\$2,570,000) for a new school located in Block 72 (Gurnett Neighbourhood) in the City of Hamilton.

AND FURTHER REQUESTS that said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment terms not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

b) THAT OTHER COSTS, including furniture and equipment be financed from capital reserves.

In response to Mrs. Deans' question, Mrs. Clarke advised that OPSBA was aware that implementation of the Development Charges Act would probably result in reduced funding in some form to Boards.

Trustees Deans and Rogers both requested that the new Provincial government be approached in hopes of rectifying the present policy to increase funding to school boards.

The motion was put to a vote and was CARRIED.

Debentures - Block 87 School

Mr. Rutledge reviewed the report and again noted the \$906,000 additional cost to this Board under the Development Charges Act. The grants for this construction will be paid during 1990 and 1991 as a result of our 1989 Capital Expenditures Forecast.

Moved by Mr. Korz:

That the following recommendations regarding debentures for the Block 87 School (Barnstown Neighbourhood) be approved:

a) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of three million and two hundred and eighty-seven thousand dollars (\$3,287,000) for a new school located in Block 87 (Barnstown Neighbourhood) in the City of Hamilton.

AND FURTHER REQUESTS that said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment terms not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

b) THAT OTHER COSTS, including furniture and equipment be financed from capital reserves.

When Mrs. Deans asked about the number of classrooms in each school, Mr. Orlando stated his belief that there were 16 classrooms in Block 72 and 18 in Block 87.

Mr. Rothwell reported that the Block 72 and Block 87 schools are anticipated to be ready for occupancy in September, 1991.

The motion was put to a vote and was CARRIED.

Goods and Services Tax

Mr. Hardman presented the report, highlighting the rebate which is designed to provide a cost neutral effect on Boards of Education.

Moved by Mrs. Clarke:

That the report regarding the Goods and Services Tax (G.S.T.) be received for information.

Mrs. Deans observed that "cost neutral" in theory sounds fine, but does not take into consideration the bookkeeping costs involved.

Mr. Shewfelt advised that Mr. Hardman applied the GST to the Proforma Budget, revealing a \$3.3 million added cost. Following the application of the 68% rebate, a \$1.2 million expenditure remains for 1991.

Several trustees expressed dismay at the impact of the GST and Mrs. Baskin was concerned, in particular, about the affect on school fund raising efforts. She suggested that this was one situation when civil disobedience should be practised.

Mr. Hardman explained that school fund raising efforts that exceed a total annual revenue of more than \$30,000 would have to pay GST. Items costing less than \$5.00 each are exempt from this tax; however articles such as jackets and rings must have GST collected at the time of resale. Sales through vending machines are also subject to the GST.

Mrs. Deans asked about the possibility of avoiding payment of the GST on the sale of articles such as school rings, jackets and gym clothes, but Mr. Hardman stated that as these items are sold by students through the book store for the purpose of making a profit, they would be subject to the GST.

Mr. Mulholland used the example of a school jacket worth \$100 and asked for the cost today and next year. Mr. Harding responded that the jacket cost would be \$108 this year and \$115 next year, with a rebate of 68% on the GST portion (\$7.00).

The motion was then put to a vote and was CARRIED.

NEW BUSINESS:

Report on Short Term Investments

Mr. Newman, Accounting Analyst, presented the Short Term Investments Report.

Moved by Mrs. Hill:

That the Report on Short Term Investments as of 1990 09 30 be received for information.

CARRIED.

Cash Flow

Mr. Newman reviewed the Cash Flow Report.
Moved by Dr. Johnston:

That the Cash Flow Report as of 1990 09 30 be received for information.

CARRIED.

Since his appointment as a trustee, Mr. McWhinnie stated he had reviewed financial information presented on an on-going basis to Board, the Cash Flow and Short Term Investment documents. Upon inquiry, he was advised that there are no interim financial statements available and that trustees do not appear to be clear on the Board's financial situation. As an example, he cited the \$1.3 million deficit incurred last year, which was not known until too late to take remedial action. He commented that this situation would not be tolerated in business. He admitted he was impressed with new initiatives regarding long term planning and school based budgeting, but warned it is important to have the accounting and financial reporting procedures in place first. He requested that an update from Senior Management be received at the December OMC meeting detailing a plan for development and implementation of an improved financial information system. Mr. McWhinnie concluded by offering to act as a resource person in this situation.

Mr. Mulholland questioned whether the Finance Department had the staff to effect the changes requested by Mr. McWhinnie. He recalled trustees had denied a request by that department for an extra position earlier this year.

Mrs. Baskin expressed her agreement with the direction suggested by Mr. McWhinnie, but in light of the review being presently being conducted on the budget process, she felt this request should be properly referred to that ad hoc committee to include in its deliberations.

Mr. Hicks agreed that a referral to the Committee to Study the Budget Review Process would be acceptable, and stated this is an example of the type of direction the committee needs. He recommended that Mr. McWhinnie meet with the officials to further discuss his suggestion.

Moved by Mr. McWhinnie:

That an update from Senior Management be received at the December Operations Management Committee meeting detailing a plan for development and implementation of an improved financial information system, providing for accurate, timely, responsive and meaningful financial management reporting for use by trustees, management and appropriate staff.

Mr. Rielly stated that at least part of the direction suggested by Mr. McWhinnie will be addressed in the report scheduled for presentation by the Committee to Study the Budget Review Process.

Mr. McWhinnie questioned if the mandate of that ad hoc committee would be broadened to include the 1991 budget.

Mr. Hicks responded that he had discussed this point with officials and clarified that direction would be included in the committee's process.

Moved by Mrs. Baskin:

That the motion regarding the development and implementation of an improved financial information system be referred to the Committee to Study the Budget Review Process.

Mr. McWhinnie stated he would be agreeable to his recommendation being referred to the sub-committee.

Mrs. Deans suggested that Mr. Shewfelt and Mr. McWhinnie should first discuss this recommendation for feasibility and then make suggestions to the ad hoc committee. However, Miss Cunningham pointed out that this consultation would happen at the committee level.

The motion to refer was put to a vote and was CARRIED.

Renewal of Insurance Policies

Mr. Kelterborn was pleased to report a decrease of 4.3% in the Board's 1991 premium compared to 1990. He then referred to the report presented to this committee in May regarding the Ontario School Boards' Insurance Exchange coverage on Property, Boiler and Machinery, and Crime insurance. Following a review of this coverage, he supported the continued retention of coverage through Dalton Insurance Brokers Limited.

Moved by Mr. Mulholland:

That the 1991 insurance coverage and premiums of \$376,937 be approved.

Several trustees voiced their concern regarding the Board's liability loss ratio at 60% compared to other member boards at 40%. Mrs. Baskin suggested that it might be worthwhile to review the study conducted by McMaster University approximately five years ago about injuries on playgrounds and perhaps conduct a further study. She added that our higher injury rate might be a result of this Board not participating in a program to train school safety monitors.

In response to a suggestion from Mrs. Bishop, Mr. Rielly assured Mrs. Bishop that Mr. Kelterborn had consulted with Mr. Urie, Occupational Health and Safety Officer about this situation.

A short discussion followed about the Liability Insurance parents can purchase for their children. Mr. Kelterborn advised that the number of people buying this insurance is dropping due to increased dental coverage, available through the parents' place of employment.

To Mr. Hicks' questions, Mr. Kelterborn explained that volunteers driving on behalf of the Board are protected by a Board policy for amounts above their own personal car insurance policy. Trustees are covered under an Aviation and Travel policy while travelling on Board business.

Mr. Kelterborn was unable to advise the number of accidents related to industrial shops and to sports.

The motion was put to a vote and was CARRIED.

Request from the City of
Hamilton to Establish a
Senior Citizens' Drop-In
Centre - Lake Avenue School
Property

In referring to the City's request, Canon Rogers spoke of the seniors' opposition to the placement of this centre on Board property and suggested that a special meeting be held to hear presentations explaining their position. He also alluded to the possibility of the construction of a recreation centre in that area in the next two to three years.

Speaking in opposition to such a meeting, Mrs. Baskin stressed the importance of maintaining lands for the school system. She then questioned the informal manner of this request and felt it should be handled through the Board's Liaison Committee with the Culture and Recreation Department.

Mrs. Clarke expressed her willingness to hear a presentation from the seniors' group at the standing committee level.

Dr. Johnston spoke of the advantages of locating a seniors' centre on this property and suggested that officials prepare a report outlining the disadvantages and advantages of this proposal.

Citing the seniors' opposition to this location, Mr. Hicks agreed this item should be referred until a presentation has been made to the committee. He agreed with Dr. Johnston's sentiments and emphasized the need to incorporate more facilities specific to the needs of seniors in recreation centres.

Mr. Stewart opposed a presentation to this committee and stated that he had expected discussion tonight would focus on which of the two locations to choose as it has been proven a senior citizens' centre is needed there.

Mr. Mulholland recommended attaching the seniors' centre to the school using the same concept as recreation centres.

Mrs. Deans supported this suggestion as an opportunity similar to the establishment of Day Care Centres and Recreation Centres on Board property.

Mrs. Bishop advocated referral to officials as she believed it was the role of the City to determine the need for this centre in that area. She said the Board must determine

whether the current and potential users of this school would benefit from the proposed centre. She concluded by reminding members that in 1988 the Board passed a motion that priority space be provided for child care.

If the motion is referred to the officials, Mr. Rielly indicated he would discuss this request with the City Hall Liaison Committee. In response to Mrs. Hill's question, Mr. Rielly confirmed the officials' report would contain a recommendation for the committee.

Moved by Mrs. Clarke:

That the request of the City of Hamilton to establish a Senior Citizens' Drop-In Centre - Lake Avenue School property, be referred to the officials for further information and report.

Mr. Desmarais asked that a comment on the future requirements of this school be included in the officials' December report.

Canon Rogers added his understanding that the parkland across the street from the school is the preferred location site by the seniors' group. He again urged that consideration be given to listening to presentations from various groups to decide the future of this property which belongs to the taxpayers.

Mrs. Baskin spoke against romanticizing the rapport between seniors and children. She believed many seniors would prefer the more quiet location across the street from the school and maintained that it is the City's responsibility to listen to the seniors.

Mr. Stewart reminded trustees that the two problems to be addressed are whether this Board wants to provide the land and where the centre will be located.

In supporting Mr. Stewart's position, Mr. Mulholland emphasized the Board merely has to respond to the City's request after determining the advantages of locating the centre on our property.

Commenting from the chair, Miss Cunningham suggested that if a recreation centre was being considered in this area, that it be suggested to the City that the two facilities be combined.

The motion to refer was put to a vote and was **CARRIED.**

Report of the Committee to Study the Budget Review Process

Mr. Hicks announced that, as a result of their discussion, the committee will present a report at a Special OMC meeting to be held 1990 11 15. He requested trustees review the minutes of this committee in preparation for this report, which will concentrate on the budget review process and recommendations, plus broadening the mandate to address the increase in the 1991 budget.

It was agreed:

That the verbal Report of the Committee to Study the Budget Review Process be received for information.

**Report of the Supervised
Alternative Learning for
Excused Pupils Committee**

Moved by Canon Rogers:

That the Annual Report for 1989-1990, including the Statistical Report (see Appendix A) be approved as presented to the members.

Canon Rogers briefly reviewed the report and he thanked all those concerned in the operation of this committee.

While acknowledging the value of this program, Mrs. Bishop expressed concern about the increasing number of students applying for exemption and suggested the need for more alternative education inschool programs. She requested a review of this program by the Adjustment Services Department to ascertain the need for additional resources at the middle and secondary school levels rather than increasing staff at the SALEP level.

Mr. Skidmore advised that the SALEP process will be part of the program review currently taking place. In addressing Mrs. Bishop's concern, Mr. Skidmore expressed his opinion that, in part, the increased statistics were cyclical in nature. He added that this in no way diminishes concern about the students not remaining in school, but advised that 38 of these students had returned to school.

Mr. Mulholland pointed out that the increased statistics may only reflect an increased student population.

Mr. Skidmore acknowledged the comments made regarding the valuable nature of this program and stressed that this program was dependent upon the commitment of members from the community and trustees.

The motion was put to a vote and was **CARRIED.**

**Report of the Accommodation
Committee**

Mr. Binns reported on the anticipated impact of the new Hamilton-Wentworth Roman Catholic Separate School Board secondary school on the enrolment at Scott Park and Sir John A. Macdonald Schools. He prefaced his remarks with the comment that school construction is not expected for a few years. With regard to Sir John A. Macdonald School, little effect is anticipated on student population due to the strong English as a Second Language and alternative education programs. Long range planning is in effect at Scott Park to maintain a strong academic program to facilitate a high retention rate. Noting that students are usually hesitant to leave a school midway through their education, Mr. Binns suggested that the total impact may not be experienced until 1996-1999. This topic will be monitored and addressed in the 1991 - 1993 Accommodation

Reports.

Mrs. Bishop expressed her desire that long range planning also promote technical programs as well as the flexibility and range of credits available during both evening and day schools.

In responding to Mr. Hicks' question, Mr. Binns acknowledged that the Accommodation Committee had serious concerns about the impact of the new St. Thomas More School on Westmount and Sir Allan MacNab schools.

Mr. Hicks noted that the advanced time lines supported the urgency of addressing this situation as well as the implementation of a promotional plan similar to that underway at Scott Park.

Mr. Stockwell added that Superintendents Gillie and Rothwell are reviewing the development and growth situation on the mountain and their review would be reflected in the Accommodation Report.

Responding to Mrs. Bishop's questions Mr. Binns advised that a definition regarding secondary vacancy is expected by Spring, 1992 and that the Accommodation Committee is to receive a report in the near future regarding the study of the two vocational schools on the mountain.

It was agreed:

That the verbal Report of the Accommodation Committee be received for information.

Quarter Century Club Dinner

Mrs. Clarke commented that, due to budget restraints, only inductees (approximately 100 people) were invited to attend the Quarter Century Club evening. She recounted receiving letters in which members expressed their understanding of the situation and requested the opportunity to attend at their own expense.

Mr. Rielly promised that alternatives would be studied over the next few months, however he pointed out that prior to reducing the Quarter Century budget, a survey established that there was not a significant number of members willing to pay the full cost.

Mrs. Clarke appreciated the comments and looked forward to a report on this matter.

It was agreed:

That the verbal update on the Quarter Century Club Dinner be received for information.

Motion to Thank the Chairman

Moved by Canon Rogers:

That the members express to Margaret Cunningham their appreciation for the effective and competent manner in which the meetings of this committee have been conducted throughout this past year.

CARRIED.NEW BUSINESS:Recommendations of the
Director of EducationELEMENTARY/SECONDARY

Moved by Canon Rogers:

That the recommendations of the Director of Education be approved.

CARRIED.Report of the Name Search
Committee - Block 87

Moved by Canon Rogers:

That the new elementary school in Block 87 be named the "Helen Detwiler Elementary School", in honour of the former Ward 7 Trustee.

Mrs. Deans pointed out that Miss Detwiler has spent her whole life as a teacher and then a trustee and reported this was the unanimous decision of the committee.

Mr. Mulholland, while acknowledging his respect for Miss Detwiler, expressed his belief that schools should not be named after a living person.

The motion was then put to a vote and was CARRIED.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

Notes to the Report of the Committee on the Administration of the Government

The Committee on the Administration of the Government has the honor to acknowledge the receipt of the report of the Committee on the Administration of the Government, dated at Washington, D.C., on the 10th day of June, 1902.

CARROLL

REPORT OF THE COMMITTEE ON THE ADMINISTRATION OF THE GOVERNMENT

The Committee on the Administration of the Government has the honor to acknowledge the receipt of the report of the Committee on the Administration of the Government, dated at Washington, D.C., on the 10th day of June, 1902.

CARROLL

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URBAN/MUNICIPAL
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OCTOBER, 1991

Minutes of the
**OPERATIONS
MANAGEMENT
COMMITTEE**

URBAN MUNIC. P. L.
OCT 8 1991
GOVERNMENT DOCUMENTS



THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1991 10 08

Present: S. Hill (Chairman); Trustees Desmarais, McWhinnie, Penner, Rogers and Cunningham.

Not

Present: Trustees Baskin and A. Stewart.

Also

Present: Trustees Allen, Bishop, Clarke, Deans, Hicks, Johnston, Kennedy, Korz, Lowe, Mulholland and R. Stewart.

Officials

Present: K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
D. Skidmore, Superintendent of Program
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order and asked for confirmation of the minutes.

Moved by Mr. Kennedy:

That the minutes of the 1991 09 10 meeting be approved as presented. CARRIED.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Review of the Board's policy
re students travelling
outside of the city in
conjunction with revision
of the Student Trip
Permission form

Mr. Stockwell presented and reviewed the changes in connection with the revisions to the Student Trip Permission Forms. Although a waiver for liability is now included in the forms, the Board solicitor has advised that no waiver is "ironclad".

Relative to concerns raised by Mrs. Deans, Mr. Stockwell explained that Health Insurance Coverage would be the responsibility of the parent, although students without coverage would be allowed to participate on trips. The power of attorney authorizes teachers to seek medical aid on behalf of a student.

Referring to the Note under Item 6, Mr. McWhinnie clarified that this action would be a last resort and that disciplinary action would be taken or a parent contacted to pick-up a student before sending a student home with a supervisor.

Moved by Canon Rogers:

That the report on Student Trip Guidelines be received for information. CARRIED.

NEW BUSINESS:

Presentation by the New
Crystal Palace Sub-Committee

Alderman Tom Jackson and Mr. Don Muir, Chairman of the Finance Committee for the Crystal Palace project, related the history of this project and the anticipated benefits and attraction of a horticultural building located to the east of the Education Centre property. They stressed the educational opportunities available to our students and stated they would welcome a letter of support from the Board about this project. Mr. Jackson made a summary of the committee's work available for perusal, noting that further copies are available.

Trustees Johnston and Deans offered enthusiastic support for this project.

It was agreed:

That the presentation by the New Crystal Palace Sub-Committee be received for information.

Presentation and petition
regarding busing - 1900 Main
Street West

Mrs. D. Graham and Mr. P. Dawson presented the concerns of the residents in this apartment building and requested that transportation be considered for the safety of these children. Ms. Graham advised that their apartment building is located between two other buildings from which children are bused.

Ms. Wilson, Transportation Officer, explained that the reason children at 1950 Main Street West are being bused is distance and the building at 1900 does not meet the distance requirement. Only Junior Kindergarten and Senior Kindergarten children are bused from 1928 Main Street West.

Mrs. Hill directed trustees to ask questions of the presenters rather than officials.

Moved by Mr. Kennedy:

That the presentation and petition regarding busing - 1900 Main Street West be received for information and referred to the officials for a report to be brought back to the November meeting of the Operations Management Committee.

When Mrs. Bishop asked why the students are not using public transport, Mrs. Graham replied that the children are very young and would be required to cross a busy street in order to catch the bus. She later related a traffic near-miss incident.

Mr. Dawson, who is also a resident of the complex, spoke in support of busing in view of the increased number of child molestations.

Mrs. Deans clarified that these children attend Prince Philip School on Rifle Range Road and are five to nine years in age.

The motion was put to a vote and was CARRIED.

BUSINESS ARISING OUT OF THE MINUTES:**Report re Education
Development Charges
(lot levies)**

With the arrival of Mr. B. Wolfman, Consultant from Coopers and Lybrand, Mrs. Hill asked the indulgence of the members to proceed with this presentation to enable Mr. Wolfman to meet travel commitments later in the evening.

Mr. Shewfelt presented the report, noting tonight's presentation was a progress report on the activities of the Tri-Board consortium. He drew attention, however, to the issue of reduced provincial funding from 75% to 60% and the need for innovative funding alternatives.

Using an overhead presentation, Mr. Wolfman summarized the Tri-Board Consortium findings and the rationale resulting in a recommendation of a \$364 levy for each residential unit and 0.08% for commercial/industrial permits. The anticipated revenue from the construction of 3,358 housing units is \$1.5 million. He concluded that requirements to enact a by-law would require approximately four months' time.

Mr. Shewfelt, noting the potential controversial nature of this issue, reviewed the recommendations within the report, which would encompass a period of three to five years.

Moved by Mr. Mulholland:

That the following recommendations regarding the report re Education Development Charges (lot levies) be approved:

a) That the findings of the consultant's study be received for information.

b) That this Board take no further action regarding the concept of Education Development Charges (Lot Levies).

Trustees Kennedy, Deans and R. Stewart offered support for this motion, while Mrs. Deans stated her belief that education and taxes should not be linked. She asked the status of the other member Boards within the consortium.

Mr. Shewfelt advised that the Wentworth County and Roman Catholic Separate School Boards have approved recommendations to continue with the project, but not the actual implementation of lot levies.

Trustees Rogers and Hicks voiced their support for the continuation of this project in a co-operative Tri-Board model and to ensure a complete understanding of the consequences.

In response to questions, Mr. Wolfman advised that the York Board of Education is aggressively pursuing lot levies ten times the figure suggested for Hamilton, as is the Ottawa-Carleton Board.

Mr. Hicks stressed the need for more information and to examine all alternatives within the consortium model.

Mr. Hicks stressed the need for more information and to examine all alternatives within the consortium model.

Trustees Clarke and Allen supported the recommendations contained in the report.

Mr. Korz considered the province to be "downloading" the responsibility for education funding to the local level and supported Mr. Mulholland's motion.

Trustees Mulholland and Hicks dialogued on the "fairness" of the levies. Mr. Mulholland maintained that it was not fair to levy only new house sales and not resales, while Mr. Hicks questioned the unfairness of burdening senior citizens with added taxes rather than young families who would utilize the facilities.

Mrs. Deans questioned why a percentage system is in place for industrial permits but not for residential permits.

Several trustees cautioned that lot levies would provide new home owners with false expectations of a new school in their neighbourhood simply because they paid a \$364 lot levy. However, Miss Cunningham remarked that it is not a "given" that a developing area automatically is entitled to a new school.

Miss Cunningham added that the Board and taxpayers are being victimized as the province had encouraged utilization of space within schools through busing but has continued to reduce financial support. Although she was not supportive of lot levies, she advocated continuing with the Tri-Board consortium to ensure a decision is made on a well-informed basis.

The question was called and a recorded vote was requested.

Mr. Mulholland's motion was split for the purpose of voting. Clause a) was put to a vote with all trustees in favour. Clause b) was put to a vote and LOST with Trustees R. Stewart, Mulholland, Deans, Lowe, Kennedy, Korz and Desmarais in favour and Trustees Allen, Rogers, McWhinnie, Clarke, Penner, Bishop, Hicks and Cunningham opposed.

Moved by Mr. Hicks:

That the following recommendations regarding the report re Education Development Charges (lot levies) be approved:

i) That recommendations be presented at a future meeting regarding the implementation of an Education Development Charges by-law.

ii) That the members of the consortium meet with representatives of the Hamilton and District Homebuilders' Association, for the purposes of clarification before their presentation to the Operations Management Committee.

Moved in amendment by Mrs. Deans:

That Clause ii) be amended to read:

That the Hamilton and District Homebuilders' Association make their presentation regarding the concept of Education Development Charges (Lot Levies) directly to the Operations Management Committee.

When Mr. Stewart protested the purpose of the meeting with the Homebuilders' Association, Mr. Shewfelt explained the intent of the meeting with the Homebuilders' Association is to provide an opportunity to share information, explain the compilation of the information and to clarify the Tri-Board consortium's position. He believed that a good relationship had been established with the Homebuilders.

Mr. McWhinnie noted the reality of the situation is that school construction will result in either lot levies or increased taxation and he preferred an informed approach to the discussion.

The amendment was put to a vote and was LOST.

Mr. Mulholland requested the results of the consultant's findings and a recorded vote on the motion.

Clause a) of Mr. Hicks's motion was put to a vote and was CARRIED with Trustees Allen, Rogers, McWhinnie, Clarke, Penner, Bishop, Hicks, and Cunningham in favour, and Trustees R. Stewart, Mulholland, Deans, Lowe, Kennedy, Korz and Desmarais opposed.

Clause b) was put to a vote and was CARRIED with Trustees Allen, Rogers, Korz, McWhinnie, Clarke, Penner, Bishop, Hicks and Cunningham in favour, and Trustees R. Stewart, Mulholland, Deans, Lowe, Kennedy and Desmarais opposed.

Mrs. Hill thanked Mr. Wolfman for his presentation. (A copy of Mr. Wolfman's overheads is to the attached minutes.)

NEW BUSINESS:

Presentation regarding the Boundaries of Helen Detwiler School

Mrs. Hill welcomed Mesdames Tomasic, Lip and Preston-Malchar. Mrs. Tomasic referred to the material provided to the trustees and commenced a presentation to encourage the temporary inclusion of the DiCenzo Gardens neighbourhood within the boundaries of Helen Detwiler School. At present the children in this neighbourhood are bused to Ridgemount School. Quoting from figures provided by the Research Department relative to current school capacities, Mrs. Tomasic also used excerpts from the Back to School issue to emphasize the Board's willingness to consider parental input in issues relating to schools.

Having clarified several matters, Mr. Mulholland asked why these children should be bused to a school when a newer facility, with lower percentage capacity was available within walking distance. When Mr. Mulholland indicated he would

be willing to make a motion to deal with this matter tonight if these figures were accurate, Mrs. Hill advised that a two-third's majority vote would be required.

Ms. Gillie acknowledged that the figures were correct and agreed that Helen Detwiler School is at 70% capacity. However, she noted that enrolment is currently 350 students, with more than 150 students registered since the end of September and that she anticipated the enrolment would continue to grow throughout this year and next, with total enrolment of the school being subscribed for the Helen Detwiler School community. Referring to the June, 1991 Accommodation Report she clarified that her reference to realignment of boundaries was related to Thornbrae School and not to Block 86. She concluded that changing the boundaries to accommodate this community would result in portables as early as next September at Helen Detwiler School.

Moved by Mr. Mulholland:

That the presentation regarding boundaries to Helen Detwiler School be dealt with tonight. LOST.

Mrs. Hill indicated that only questions of the presenters would be accepted. In response to Mr. Stewart's question regarding procedures, Mrs. Hill read the appropriate excerpt from the Rules and Regulations.

Responding to Mrs. Deans, Mrs. Tomasic advised that 21 children would attend Helen Detwiler School for an estimated period of two years, based on the proposed 1993 construction of a school in Area 4. Mrs. Deans cautioned that the new school might not be located to impact on this neighbourhood.

Moved by Canon Rogers:

That the presentation regarding the Boundaries of Helen Detwiler School be received for information and referred to the officials for a report to be brought back to the November meeting of the Operations Management Committee.

Mr. Mulholland clarified the rationale involved for a new school in Area 4 for Mrs. Tomasic.

Trustees Allen, Korz and Cunningham expressed their appreciation of the presentation, with the request that a copy of the presentation be made available for inclusion in the minutes. (attached)

The motion to refer was put to a vote and was CARRIED.

Presentation by the Youth
Environment Society of
Westmount regarding the
purchase of post-consumer
waste recycled paper

Messrs. Raha, Ishibasi and Hatanaka presented the report as enclosed with the agenda material.

Trustees Korz, Kennedy and Hicks remarked on the excellence of the presentation. Mr. Hicks asked if the students had considered forming a city-wide society involving all secondary schools. He offered to be of assistance.

Mr. Hicks was advised that there is a lot of student support for environmental issues and many schools have a contact person. More recently, contacts were made through a McMaster University conference.

Mr. Stockwell also suggested that the Presidents' Council might provide an avenue for networking.

In reply to Mrs. Deans, the students remarked that the Board does currently purchase recycled paper from one supplier, but this paper is not available within the school. They are urging that the whole system use recycled paper with a recycled content of 50% by next September.

Moved by Mrs. Bishop:

That the presentation by the Youth Environment Society of Westmount regarding the purchase of recycled paper for usage in the Board's school system be received for information and referred to the officials for a report to be brought back to the November meeting of the Operations Management Committee. CARRIED.

Mrs. Hill thanked the students for their presentation.

Report re Annual Impact of Revised Transportation Grants

Ms. S. Wilson, Transportation Officer, presented and reviewed the report regarding a Ministry reduction in the funding of transportation through a sparsity grant. This new policy is intended to encourage efficiencies in transportation by boards. Currently the Board receives a grant of 65% and it is anticipated that new grants will reach 52%.

Speaking of his concern about the government's whole direction with funding, Mr. Hicks detailed concerns regarding missed extra-curricular and community event activities as a result of double busing within Ward 8. He hoped that an opportunity would be provided for the public to make presentations on this issue.

Noting that double busing saves money, Mr. Kennedy commented on the problems created during inclement weather conditions.

Canon Rogers remarked on the number of calls he has received regarding transportation and the need to consider this situation.

At the request of trustees, the terms double busing and shared buses were explained by Ms. Wilson.

Referring to earlier conversations this evening about the Ministry transferring the education cost back to the taxpayer, Miss Cunningham noted this was another example. She recalled the Ministry's direction over the past years to transport children and that she considered Boards had been "set up" for reduced transportation grants.

Moved by Miss Cunningham:

That the Board write to the Minister of Education expressing our concern regarding the "horrendous" impact of the reduction in the Transportation Grants and that copies be forwarded to the local Members of Provincial Parliament.

Mr. Mulholland suggested that a \$540,000 cut in grants would equate to 12 portables that could be placed in strategic positions to reduce transportation costs.

When Mrs. Bishop suggested sharing buses with our co-terminous Boards as a cost saving direction, Ms. Wilson confirmed that she will continue to consider ways of reducing transportation costs. She also explained for Mr. Stewart that shared buses do not necessarily share the same route or stops and, therefore, pick up children from only one school Board at a time.

When Mr. Mulholland asked if it is the intent to reconstitute the Transportation Committee to refer this item, Mrs. Hill requested that the motion on the floor be dealt with first.

The question was called and the motion was put to a vote and was CARRIED.

Moved by Mr. Hicks:

That the impact of the Ministry's reduction in Transportation Grants be referred to the Transportation Committee.

Noting that the Transportation Policy was approved in June, Mr. Shewfelt addressed the need for a clear committee mandate to avoid a review of the whole policy.

Mr. Hicks noted that the issues of double running and sharing of buses and routes with co-terminous boards were identified as part of the grant reduction.

Mr. Mulholland indicated that he would be prepared to make a recommendation that the committee look at alternatives such as relocatables/portables.

Mr. Hicks responded the original intent was the grant reduction in this report.

Mrs. Lowe sought clarification of the intent of the motion, commenting that the public has great transportation expectations, i.e. door to door service. She remarked that

she doubted that double busing or the use of co-terminous busing would result in a \$500,000 savings and asked if Mr. Hicks intended for the committee to look at the shortfall or double busing.

Mr. Hicks agreed that the shortfall needed to be addressed, but in the report there was a reference to double busing. If increasing the number of double runs is contemplated, he asked that there be an opportunity for community groups to make a presentation about the impact on school and community after hours programs.

Miss Cunningham concluded the discussion with the observation that the Ministry is conducting a further review of the student density factor. If implemented, the student density factor may impact further on this Board and she was eager to learn of its implications for this Board.

The motion was put to a vote and was CARRIED.

Correspondence re
Transportation of Gifted
Secondary Students - east
of Wentworth Street

Moved by Canon Rogers:

That the correspondence re Transportation of Gifted Secondary Students - east of Wentworth Street, be received for information and referred to the Transportation Committee.

Mrs. Bishop expressed concern that this issue was broader than transportation and involved gifted programs throughout secondary schools.

Acknowledging other factors may impinge on the solution, Canon Rogers assured Mrs. Bishop that transportation was the principle cause for this request.

The motion was put to a vote and was CARRIED.

Sale of Ridge School - Site and
Building

Mr. Rutledge presented and reviewed the report.

Moved by Mr. Kennedy:

That the three tenders received for the purchase of Ridge School - Site and Building, not be accepted.

When Mr. Desmarais questioned the exclusion of the appraised land value in the report, Mrs. Hill reminded him that such statistics were for in-camera discussion.

The motion was put to a vote and was CARRIED.

Peace Memorial - Road Closure

Mr. Rutledge reviewed the proposal for the sale of property for development of housing adjacent to Peace Memorial School.

Moved by Mrs. Deans:

That in exchange for .4 acres (17,232 sq. ft.) of Peace Memorial School property for residential development and

roadway purposes, the developer will provide at no cost to the Board the extension/servicing of Munn Street, improvements and changes to Peace Memorial site (i.e. new parking lot, sidewalk, fencing and catch basins). All work to be done to Board specifications.

Mr. McWhinnie queried the name of the developer of this property out of concern for a possible conflict of interest by trustees.

Mr. E. Fothergill, consultant on behalf of the owner, advised that a neighbourhood home owner, Mrs. Spencer, owns this piece of property and that her son is developing the property.

The motion was put to a vote and was CARRIED.

Mr. Rutledge acknowledged the contributions of Mr. D. Kelterborn, Manager, Property and Insurance, and Mr. D. O'Connor, Plant Department, in this matter.

Appointment of Architects - Renovations

Moved by Mr. Kennedy:

That the following recommendations regarding Appointment of Architects, Renovations, be approved:

- a) That the firm of Svedas Koyanagi, Architects, be engaged for professional services for renovations and addition to Memorial School.
- b) That the firm of Rankin Architect Inc. be engaged for professional services for renovation of King George Elementary School and for asbestos control work as required at Ainslie Wood and Delta Secondary schools.
- c) That the firm of Anthony Butler Architect Inc. be engaged for professional services for renovations of Lloyd George and Hillsdale Elementary Schools.
- d) That the firm of Moeller & Hassell, Architect & Engineer be engaged for professional services for the renovations of Hill Park Secondary School.

Mr. Orlando, in response to Mr. Stewart, outlined the process for public consultation to be followed for all schools being renovated and noted that the first meeting is scheduled tomorrow at Memorial School, with subsequent meetings scheduled for the other projects. Once the scope of work has been identified, direction will be given to the architect. Mr. Orlando anticipates coming back to the Board only if the scope of the work changes substantially from that identified in the Accommodation Report. Responding further to Mr. Stewart, he outlined the anticipated time frame which would allow these projects to be tendered in April or May with construction to commence during the summer.

Mr. Stewart congratulated Mr. Orlando for following this new procedure.

In reply to Mr. McWhinnie's scenario of a project being "put on hold", Mr. Orlando detailed that architects would be paid for any work done to that point and that the contract is in accordance with the standard fee schedule.

Mr. Mulholland requested that trustees be advised of all alternatives and costings if more than one solution is viable.

Mr. Orlando indicated that if the scope of work was substantially different from that identified in the Accommodation Report, he would seek further Board direction and also advise regarding the alternatives. On the other hand, if the result of deliberations results in a project similar to that identified in the Accommodation Report and within the "target" budget, Mr. Orlando stated that he believed he would have the authority to proceed. He noted that in all cases, he would have to come to the Board for approval to award the tenders for these projects.

When Mr. Mulholland questioned the amounts included in the Capital Expenditure Forecast, Mr. Orlando assured him that if alternatives were viable for the \$1.2 million quoted for Memorial School, he would consider that he had permission to proceed. If the alternatives exceed the Accommodation Report estimates, the Board would be consulted.

Mr. Mulholland remarked that as a trustee he would want to consider alternatives using the existing building within the \$1.2 million. Another alternative is to build an addition. The problem is the rider states the most economical design while meeting the educational needs of the school.

Mr. Allen clarified his understanding was that the basement classrooms were considered unusable and had resulted in an alternative of the addition.

The motion was put to a vote and was CARRIED.

Occupancy of Briarwood Adult Education Centre

Mr. Skidmore presented and reviewed the report which contains the rationale for the relocation of the Adult and Continuing Education Department into Briarwood School by 1991 10 31. He credited the Plant Department personnel and Superintendents Binns and Quinn in this endeavour.

Moved by Dr. Johnston:

That the Report regarding Occupancy of Briarwood Adult Education Centre be received for information.

Dr. Johnston expressed pleasure that registrations will take place next month and the computer lab will be in operation in January.

Mr. Skidmore estimated the in-service cost savings by using Briarwood amount to approximately \$1,500.

At Miss Cunningham's request, Mr. Skidmore outlined the number and positions of staff relocating to Briarwood. He advised that the position of Administrative Assistant has not been finalized and that a recommendation will be brought to the Personnel & Organization Committee.

When Miss Cunningham referred to the loss of computers at Scott Park, Mr. Stewart advised that the Drafting Department at Scott Park has increased by eight lines and require that space.

The motion was put to a vote and was CARRIED.

OPSBA Membership Fees

Citing various inquiries from trustees about the possibility of re-joining the Ontario Public School Boards' Association, Miss Cunningham read information supplied by Ms. Penny Moss, Executive Director and asked that copies be attached to the minutes. (attached)

Moved by Mrs. Bishop:

That we request a presentation from OPSBA on their organization and current initiatives.

Mr. Mulholland indicated that the motion was out of order as a motion requesting an OPSBA presentation was defeated at the February Board and would require a two-third's majority. Mrs. Hill concurred.

It was agreed:

That the verbal information regarding Ontario Public School Boards' Association Membership fees provided by Trustee Cunningham be received for information.

Correspondence from the Scarborough Board of Education regarding gun control legislation (referred from September Board)

Moved by Canon Rogers:

That this Board support the resolution of the Scarborough Board of Education regarding the proposed gun control legislation as it has been written. CARRIED.

November Meeting Date

Mr. Korz requested consideration of the date of 1991 11 06, citing the need to discuss the report on Westmount, 1990 prior to the election on November 12th.

Moved by Mr. Korz:

That the November, 1991 meeting of the Operations Management Committee be rescheduled to Wednesday, 1991 11 06 at 18:15 hours.

It was noted that trustees in Wards 1 and 2 have an all candidates meeting that night.

The motion was put to a vote and was LOST.

Moved by Mr. Allen:

That the November, 1991 meeting of the Operations Management Committee be rescheduled to Wednesday, 1991 11 13 at 18:15 hours. CARRIED.

ELEMENTARY/SECONDARY

BUSINESS ARISING FROM THE MINUTES:

Recommendations of the Director of Education

Moved by Mr. Allen:

That the recommendations of the Director of Education be approved as presented. CARRIED.

Verbal Update re Westmount 1990

Ms. Nicholls, before commencing her verbal status report, indicated her intention to provide a full report at the November meeting. Ms. Nicholls then reviewed the projected and current enrolment figures for Westmount, stating that timetabling flexibility of this program is proving to be an attractive option.

The following are some of the changes being implemented to specifically address issues raised by parents and students:

- reduced workload in learning guides,
- closer monitoring of Teacher Advisor (T. A.) and student,
- Grade 9 students are in a more structured program and when student and staff agree, more flexibility is allowed on a contract basis
- homework and planning have been included in the school planner and is used on a regular basis
- access to cafeterias has been limited to students who have 16 or more credits
- communication with parents has been increased to one report per month

The only difficulty not yet resolved is the alignment of T.A.'s time with the contractual nature of the collective bargaining process.

Ms. Nicholls commented that there is a much more positive tone to the school and atmosphere of work. A Public Relations committee, including parents, students and staff, has been working together to encourage a stronger bond with parents and an opportunity for input. While optimistic, Ms. Nicholls cautioned that there are still areas of difficulty. An area of great personal concern to Ms. Nicholls, is to ensure that a broad basis of learning opportunities is provided for students, i.e., taping some assignments, more video material, more teacher-directed listening time as well as more tutor time and small group lessons.

In summary, she concluded that data becoming available indicates that Westmount is very positively aligned with other secondary schools. Ms. Nicholls outlined the statistics to be addressed in her November report.

At Mr. Korz' request, Ms. Nicholls explained that the Teacher Advisor issue would involve the extension of the school day and allow teachers more time during the intervening hours of the school day.

While encouraged by the increase in enrolment, Mr. Korz commented that Ms. Nicholls had not mentioned that approximately 150 students had transferred out of Westmount to other highschoools during the summer.

When Mr. Korz stated his concern about negligence on the part of administration, it evoked much discussion among the trustees and officials about the need for an in-camera discussion despite Trustee Korz' assurances that his comments were public in nature.

Following a short discussion, it was

Moved by Mr. Allen:

That this committee move in-camera due to the sensitivity of this issue.

The motion was put to a vote and was CARRIED and the meeting went in-camera.

When the public session resumed, Mr. Korz repeated his comments made at the in-camera session detailing his attempts on several occasions throughout May and June to obtain information regarding student progress and transfers at Westmount. Despite written notice to the officials about the matters he would raise at the June Operations Management Committee meeting, this information was not made available. He was informed, however, that the information would be available "in one more day". At the June Meeting a recommendation was passed to bring a report in October regarding the future of Westmount as a magnet school. Emphasizing that the report deadline was this month, Mr. Korz referred to the verbal update presented. In that respect he considered the officials had been negligent in not fulfilling the Board's request. He warned that there is a perception of secrecy with this information not being made available to the Board and he felt that the in-camera session increased that perception. Mr. Korz stated that he considered Westmount, 1990 to be a sensitive issue of high priority, and had spoken with Mr. Stockwell relative to the scheduling of the next Operations Management Committee meeting prior to the election in November. Mr. Korz felt that Westmount 1990 could be built into an excellent magnet program with great potential.

Mr. Rielly noted that a report containing much of the requested information had been presented at this meeting, but that the requested statistical information had been delayed. He asked Ms. Nicholls and Mr. Jackson to explain further.

Ms. Nicholls reported the following: 1) Mr. Lowery of the Ministry of Education is attempting to forward a Ministry report for inclusion in the November agenda, a circumstance beyond Board control. 2) Part of statistics requested by

Mr. Korz involved the comparison of failure rates, incompletes and successes. Because the Westmount program is self-paced, Ms. Nicholls explained there is no deadline and consequently no incompletes. Whereas regular students may attend summer school, students at Westmount carry on at their own speed for a reasonable time, i.e. the end of September. Consequently, that data has not been available. 3) Commenting on timing, Ms. Nicholls agreed with Mr. Korz that the minutes of the June meeting stated that a magnet report should be forthcoming at the October meeting, however, other aspects of the Westmount 1990 report were to be brought to the trustees in the Fall and officials decided to co-ordinate the requests into one, complete, report for November.

Mr. Jackson stated that the computer program to compare progress with other schools was not completed until mid-September, and has resulted in 180 pages of material since September 26th. Observing that correlation of this information would take several days, he noted that these are the only outstanding statistics not completed.

Moved by Mr. Stewart:

That this committee continue to meet past 23:00 hours.

CARRIED.

Admitting that he had been critical of Superintendents in the past and pointing out that Ms. Nicholls was new to this Area, Mr. Stewart remarked that Westmount was not the only school in that area and he considered a verbal report appropriate under the circumstances.

Mr. Korz clarified that he was not levelling any criticism at Ms. Nicholls, but that this was a statistical matter going back to May. Referring to Mr. Jackson's comments regarding the computer program, he stated that he had been informed by a Senior Official that this information was only retrievable through accessing individual files. He also pointed out that it is up to this Board to conduct a review of this program, not the Ministry and he had expected that the Board would give high priority to a review that would provide a defence for a new program, and as such, had expected these statistics to be available.

Ms. Nicholls confirmed that she had advised Mr. Korz that there was no program written to identify students' failing grades and the Board did not have the resources or time in order to examine every student's record in the system by hand.

Mr. Korz maintained that success rates within our schools, even on a simple success and failure level, could be brought and that such information should be available. He remarked that success rates in all our schools should be known, and that it may be a greater problem than just statistics at Westmount.

Mr. Jackson responded that secondary school success rates, including summer school, have been considered over the years. He reiterated earlier remarks that the information for 1990-1991 would not be complete until a couple of weeks after summer school is over.

Mr. Korz responded that trustees were not advised of this delay at the time the June recommendation was passed, nor when he sent his memo. In reference to his use of the word "negligent", he clarified that he did not mean deliberate or malicious, but carelessness.

Miss Cunningham observed that a special meeting of the Operations Management Committee had been tentatively scheduled prior to the Board meeting on 1991 10 17, to deal with an issue arising from the Committee to Study the Budget Review Process. She asked if it would be possible to collate the statistical information requested by Mr. Korz for that evening. Miss Cunningham remarked that the magnet school issue would require preparation time and in-depth discussion and she preferred that it be discussed at a separate meeting later.

When Ms. Nicholls expressed hesitation with the short time lines, it was agreed that the special meeting be held at 18:15 hours on 1991 10 24 and that the following statistics relative to Westmount 1990 would be provided:

- monthly enrolment
- enrolment mobility including admissions and transfers
- ratio of students attending within and without boundaries of secondary schools
- projected enrolment
- student progress including failure rate, incomplete courses and average marks obtained.

Due to time lines, Mr. Jackson stated that the report on success rates would have to be a "laydown".

Mr. Hicks stated that the matter of concern arising from the Committee to Study the Budget Review Process was expected to take 40 or 45 minutes.

Mrs. Bishop emphasized that there should be no implication that the general feeling among trustees is the same as Mr. Korz' relative to the information provided by officials. Remarking that she has plagued officials in the past for information, she argued that it was a long process. She noted that a Task Force on Accountability had been established to address concerns similar to those expressed by Mr. Korz.

In response, Mr. Korz remarked that he could not understand why he was considered "the enemy" because he levelled criticism at the officials.

When Mr. McWhinnie questioned whether Mr. Shewfelt had the cost figure on the Board's decision to add additional staff in 1991 (Educational Assistant Report), Mrs. Hill suggested this information could be provided at the Personnel & Organization Committee meeting on Thursday.

The meeting then adjourned.

Read and confirmed,

**THE BOARD OF EDUCATION FOR
THE CITY OF HAMILTON**

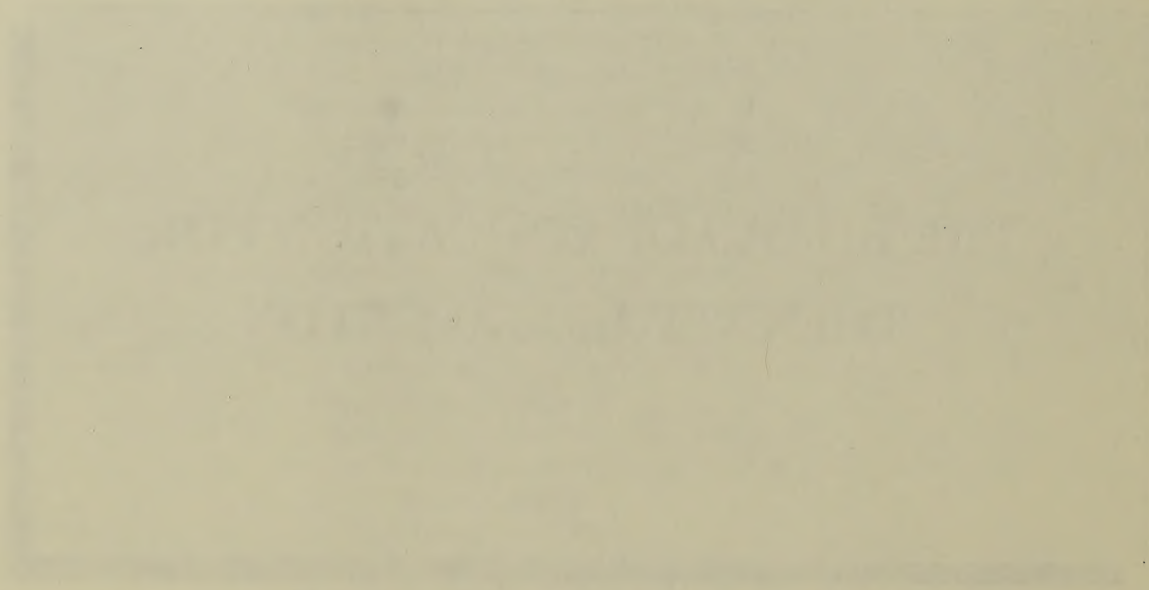
Education Development Charges Recommendations

October 8, 1991



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SUMMARY OF FINDINGS

- **MINISTRY-RATED CAPACITY FIGURES RESULT IN A HIGH ESTIMATE OF VACANT SPACES.**
- **THUS GROWTH OF 3,358 HOUSING UNITS WILL LEAD TO 2083 NEW HAMILTON SCHOOL STUDENTS BUT ONLY 434 APPROVED SPACES.**
- **APPROVED CONSTRUCTION COSTS TO PROVIDE 434 STUDENT SPACES ARE ESTIMATED AT \$3.5 MILLION.**
- **AFTER PROVINCIAL GRANTS OF 57%, DEVELOPMENT CHARGES OF \$1.5 MILLION ARE PROJECTED.**
- **RECOMMENDED DEVELOPMENT CHARGES:**
 - **\$364 RESIDENTIAL UNIT**
 - **0.08% OF COMMERCIAL/INDUSTRIAL PERMIT VALUES.**

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

PROJECTED NEW HOUSING UNITS

1991 - 1995

<u>Municipality</u>	<u>Net New Units</u>
Hamilton	<u>3,358</u>
Total Net New Units	3,358

PUPIL YIELDS

A factor of 0.4 public elementary pupils per unit has been applied to the new housing units to be constructed.

And a factor of 0.22 for secondary students has been applied. Given the available capacity, there is no net growth related secondary pupil space requirement.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

NEW PUPIL SPACES REQUIRED TO 1995

<u>Family of Schools Per Ward Boundaries</u>	<u>Ministry Permanent Capacity</u>	<u>Existing Community Projections</u>	<u>Additional Growth Projections</u>	<u>Net Growth- Related Pupil Requirement</u>
<i><u>Elementary Schools</u></i>				
Ward 1	2,852	2,271	0	0
Ward 2	3,007	2,197	0	0
Ward 3	3,676	2,255	0	0
Ward 4 west	2,500	1,753	0	0
Ward 4 east	4,269	2,890	0	0
Ward 5	3,753	2,626	0	0
Ward 6	2,636	2,013	163	0
Ward 7 west	4,858	3,510	572	0
Ward 7 east	2,438	2,469	378	378
Ward 8 west	2,916	2,288	170	0
Ward 8 east	1,499	1,503	<u>56</u>	<u>56</u>
Total Elementary			<u>1,339</u>	<u>434</u>

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

**CALCULATION OF GROWTH-RELATED CAPITAL COSTS
RECOVERABLE IN DEVELOPMENT CHARGES**

	<u>Pupil Spaces</u>	<u>Ministry Approved Cost Per Space</u>	<u>Cost</u>	<u>Grant</u>	<u>Recoverable in Develop- ment Charges</u>
	<u>#</u>	<u>\$</u>	<u>(\$000's)</u>	<u>(\$000's)</u>	<u>(\$000's)</u>
<i><u>Elementary School</u></i>					
School Construction	434	8,190	3,554	2,026	<u>1,528</u>
Total Recoverable					<u>1,528</u>

Recommended Educational Development Charge

\$000's

1.	Total cost recoverable in development charges	1,528
2.	Commercial/industrial contribution - 20%	306
	As a % of building permit values (\$361,272,296)	0.08%
3.	Residential contribution	1,223
	As a charge per unit constructed (3,358 units)	\$364

WHERE TO FROM HERE?

- 1. BOARD CONSIDER STUDY AND DIRECT PREPARATION OF DRAFT BY-LAW.**
- 2. AN INFORMAL DEVELOPER INFORMATION MEETING CAN BE HELD.**
- 3. PASS RESOLUTION OF BOARD.**
- 4. SEND ANALYTICAL PACKAGE AND DRAFT BY-LAW**
 - (A) FIRST TO CO-TERMINUS BOARD**
 - (B) AND THEN TO THE MINISTRY**
- 5. MINISTRY TO REVIEW OVER A 60 DAY PERIOD APPROXIMATELY AND APPROVE OR REQUEST REVISIONS BEFORE APPROVAL.**
- 6. BOARD ISSUES NOTICE OF PUBLIC MEETING AT LEAST 20 DAYS IN ADVANCE.**

- 7. PUBLIC MEETING OF THE BOARD IS HELD AND REPRESENTATIVES FROM THE PUBLIC ARE HEARD.**
- 8. A BOARD MEETING IS THEN HELD, TO PASS THE BY-LAW (USUALLY AFTER TWO WEEKS TO GIVE TIME TO CONSIDER REPRESENTATIONS MADE AT THE PUBLIC MEETING)**
- 9. THE BY-LAW TAKES EFFECT 5 DAYS AFTER PASSING.**

**THE ELAPSED TIME FOR THIS PROCESS
WILL BE ABOUT 4 MONTHS AS A MINIMUM**

7. PUBLIC HEARING/CONFERENCING IS HELD AND REPRESENTATIVES FROM THE PUBLIC ARE HEARD.
8. BOARD CONSIDER STUDY AND DEBATE
9. PREPARATION OF DRAFT BY-LAW A BOARD MEETING IS THEN HELD TO LAY THE BY-LAW (USUALLY AFTER TWO WEEKS AN INFORMAL DEVELOPMENT MEETING TO GIVE TIME TO CONSIDER REPRESENTATIONS MADE AT THE PUBLIC MEETING CAN BE HELD)
10. PASS RESOLUTION OF BOARD CONTAINING THE DRAFT BY-LAW AND STATE THAT THE DRAFT BY-LAW IS TO BE TAKEN TO THE DRAFTING BOARD
11. DRAFTING BOARD
12. DRAFTING BOARD TO CONSIDER DRAFT
13. THE DRAFTING BOARD FOR MEMBERS WILL BE ABOUT 4 MONTHS AS A MINIMUM
14. DRAFTING BOARD TO REVIEW DRAFT BY-LAW APPROXIMATELY AND APPROVE OR REJECT REVISIONS BEFORE APPROVAL
15. BOARD ISSUES NOTICE OF PUBLIC HEARING AT LEAST 20 DAYS IN ADVANCE

PRESENTATION

We obviously have a difference of opinion. That is why we are here. In dealing with matters that affect our children's well being there is no doubt that we could allow emotions to take over reason. We are not about to do that - are we?

We are going to present facts and figures this evening in hopes that you will be able to see that what we are asking for is NOT unreasonable.

We ask up front that you listen, with an OPEN mind and without pre-determining your decision.

We are reasonably certain that all our trustees have a common goal as elected officials. That is, and we paraphrase the Back to School brochure "to provide education that represents our, the voters, interests". This is our goal as well. So you see, we are all on the same side.

Thank you in advance for your attention and let us work together on reaching a fair solution.

THE PROBLEM

Residents of DiCenzo Gardens are excluded from having their children attend Helen Detwiler School.

They are forced to be bused approximately three kilometres away to Ridgemount School as opposed to a short, less than half kilometre walk.

This creates the following problems:

- children are not able to return home for lunches
- children are forced to wait for buses in inclement weather
- the possible safety hazards in buses that do not have safety belts

-classmates who live far from each other
-does not foster a community spirit and much needed parental involvement with the school.

We quote Chairperson Margaret Cunningham's invitation being "You can influence the decision making process and have a say in the cost of education".

Busing service to Ridgemount is an unnecessary expense to we, the taxpayers as the free alternative is a two to five minute walk for our children.

We quote Keith Reilly, Director of Education, regarding "bussing of pupils out of their home areas - which we are trying to avoid. Ideally a school should be in the heart of the community if it's going to meet its needs".

Well, We are providing you all an ideal opportunity to do just that.

SUPPORTING COMMENTS

We have here an unique situation than any in the City of Hamilton based on:

1. the extremely close proximity of Detwiler to the actual boundary
2. the small percentage of children a temporary exception would require
3. the low growth in DiCenzo Gardens survey
4. the establishment of DiCenzo Gardens survey four years prior to that of Barnestown.

As indicated on page 31 of the June '91 Accomodation Report, "alignment will be required with the new Helen Detwiler School and reviewed next year". We request a minor re-alignment involving DiCenzo Gardens, be considered now.

The Board has previously realized the need for area boundaries be crossed over to solve capacity problems in Area 5 in conjunction with Area 4 as viewed on page 36 of the June '91 Accomodation Report. Your own recommendation eliminates all arguments concerning cross-over of areas.

Detwiler is presently at 70% capacity for the September 1991 school year while in contrast the school our children are forced to be bused to is already at 84% capacity for the same time frame.

The Board has identified a need for a new Junior Kindergarden to Grade 5 school be constructed for the September 1993 date in Area 4 as indicated on page 31 of the June 1991 Accomodation Report. Therefore, the handful of children accepted from DiCenzo Gardens would not create over crowding presently or in the immediate future as capacity would be alleviated by this new school within 2 years.

Ryckmans area is largely zoned commercial with some park lands consisting of approximately one third of the entire area, and has a small remaining area for residential growth. Even so, DiCenzo Gardens is an established survey in existence for approximately 4 years, during which time minimal development has occurred. As a result, fear of population growth affecting school capacity is a moot issue.

Based on our petition and in-depth discussions with concerned parents within DiCenzo Gardens, it is estimated a mere 21 children would be in a position to attend Detwiler. This small number will not contribute to a capacity problem. In fact, as mentioned, Detwiler is in a superior position to accept these children at 70% capacity as compared to 84% capacity at Ridgemount.

Pat Gillie, Superintendent of Area 4, was recently quoted in regards to the effects of an exception. She stated "as soon as you allow 1 or 2, there is no turning away anyone else".

We disagree.

Although there is a concern with precedent, we propose that any other group requesting an exception have the democratic and fundamental freedom to follow a similar format of collecting petitions, requesting inclusion on the Board meeting agenda, compiling information and presenting a formal case as we are this evening.

Not surprisingly, most citizens would be deferred by this cumbersome and time intensive procedure.

Past history and recent conversations with the Board of Education representatives indicate it is a normal and acceptable practice City-wide in making boundary exceptions on an individual basis with the consent of the two affected school principals.

No opportunity is available for this procedure with Detwiler. We were informed by the principal of Detwiler that the Superintendent would not tolerate any request for boundary exceptions. This arbitrary stance is not in keeping with the Chairperson's public statement to represent our interest and the benefit of our ideas shaping Hamilton's public school system nor in keeping with the Director of Education's public statement being to move the decision making to the most effective level - that is the school level and involving the community and parents in decision making about the school.

Continued busing of our children outside their community will further strain and have adverse social effects on their relationships with friends who will soon attend the new separate school that is to be constructed next to Detwiler. This reluctance to further segregate our children is supported on the petition by the Separate school residents who represent a majority of the DiCenzo Gardens survey.

We recognize that future capacity and population projections are difficult to ascertain due to constant shifting of the population especially for school children.

This projection difficulty has resulted in a successful implementation by the Board, of a "as needed" basis in approximately 7 areas where children in one area attend 3 different schools.

We propose a temporary exception for the estimated 21 children in DiCenzo Gardens this one time only and a future review on an "as needed basis" as is currently utilized in 7 areas.

In addition, we have a concerned resident who has volunteered for a needed crossing guard at Upper Wellington and will donate her services as an example of community involvement, spirit and commitment.

In summary, it is obvious our common goal is to consider the best interest of the community and of our children. Based on the Board's own public statements - the only fair solution is the temporary inclusion of DiCenzo Gardens within the Detwiler boundaries. We request you strongly consider the logistics of a favourable vote.

We appreciate the necessity of guidelines, however, guidelines and plans work best when allowances are made for new developments. Focus on the problem presented and the supporting evidence provided rather than dwell on a single rigid issue.

We feel very strongly about this entire situation as is evidenced by the community petition and our united presence here this evening.

Individuals seek election as trustees to make a contribution and a difference. By being flexible and open minded, you have an opportunity right now. However, we are not asking you to make a snap decision this evening. We invite you to tour our community and experience first hand the benefits that only you can give to our children.

1991 09 27

Questions of OPSBA - re Membership Fee

Penny Moss relayed the following information:

"They are just discussing the impact of whether the Hamilton Board joins next year or not. At the moment, the budget is in the second draft and will be presented to their Board on October 27 for approval.

The second draft represents an operating budget increase of 0.9%. The impact on membership fees is approximately an average increase of 4.5%. That is because the fee is calculated on this year's members. Hamilton is not included and, therefore, there is a higher increase than if Hamilton were to join. If Hamilton does join, the % increase is lowered significantly."

Ms. Moss offered to have their finance people run a simulation of what the increase would be if Hamilton joins and will get back to us early next week.

Re the Legal Fee

Ms. Moss said that the Legal Fee is quite separate and they are "not going to get hung up on it". It will not be included on the invoice for membership fees this year but will be something for the Boards to deal with later.

In addition, there are two very small Boards of Education who are not members - they are totally Ministry funded and are seeking approval from the Ministry to become members of OPSBA.

The other City Board that is not a member is York - and they have not been for two years. However, they are "members of sort" through their affiliation with the Metro Board and are not "completely alone".

Penny,

To summarize the information requested regarding the new proposed annual budget and the relative effect on Hamilton's membership fee:

Total OPSBA Annual Operating Expenditures	\$2,321,933	Increase 0.9 %
Total Membership Fees	\$2,136,808	

Scenario 1: Hamilton joins after the fee factor and budget have been set.

Average percentage increase in fees	4.11%
Range of increases	0.48% - 5.05%
Fee factor	0.00028973
Hamilton fee	\$67,229
Increase in fee from 1991	3.83%

Scenario 2: Hamilton is included in the fee factor calculation.

Average percentage increase in fees	1.24%
Range of increases	0.17% - 1.49%
Fee factor	0.00027976
Hamilton fee	\$65,716
Increase in fee from 1991	1.49%

Please note that the membership fees are based on the 1990 board operating expenditures and may change somewhat with the input of the 1991 figures.



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